

Miguel

INDEX TO GENERAL AND SPECIAL ORDERS ISSUED BY THE
SECRETARY OF THE DEPARTMENT OF AGRICULTURE, 1893-1912

ACCOUNTING

G.O. no. 153, June 8, 1912. New accounting and reporting system.

ACCOUNTS

- G.O. no. 69, May 29, 1903. Provision for one payment of accounts.
G.O. no. 102, Oct. 9, 1906. Administrative examination of accounts.
G.O. no. 136, June 26, 1909. Provision for one payment of accounts.

ACCOUNTS AND DISBURSEMENTS DIVISION

- S.O. Nov. 13, 1905. Almerico Zappone appointed Acting Chief of Division of Accounts and Disbursements.
G.O. no. 91, Jan. 12, 1906. Waivers for Secretary's signature submitted through Division of Accounts.
S.O. May 1, 1906. Almerico Zappone appointed Chief of Division and Disbursing Clerk of the Division of Accounts and Disbursements.
S.O. Apr. 19, 1909. Duties of Division of Accounts and Disbursements.

ACCOUNTS, SUBSISTENCE

- G.O. no. 80, Dec. 6, 1904. Auditing of subsistence accounts.
G.O. no. 83, Feb. 3, 1905. (Amendment to G.O. no. 80) Auditing of subsistence accounts of field men.

ACTION OF TRADE WASTES ON AGRICULTURAL PRODUCTS LABORATORY

- S.O. June 23, 1908. Establishing in the Miscellaneous Division, Bureau of Chemistry, the Laboratory for the study of the Action of Trade Wastes on Agricultural Products.

ADDRESS CARDS

- S.O. Jan. 12, 1905. Regulations in regard to address cards.

AGENTS

- G.O. no. 164, Sept. 3, 1912. Regulations re. appointments of agricultural agents.

AGENTS AND EXPERTS

- S.O. Aug. 31, 1903. Designation of Otis W. Barrett as Entomologist and Botanist, changed to Agent and Expert.
S.O. Apr. 17, 1905. Regulations re. appointments to positions of Expert and Agent in the Department.

INDEX TO GENERAL AND SPECIAL ORDERS ISSUED BY THE
SECRETARY OF THE DEPARTMENT OF AGRICULTURE, 1893-1912

ACCOUNTING

G.O. no. 153, June 8, 1912. New accounting and reporting system.

ACCOUNTS

G.O. no. 69, May 29, 1903. Provision for one payment of accounts.
G.O. no. 102, Oct. 9, 1906. Administrative examination of accounts.
G.O. no. 136, June 26, 1909. Provision for one payment of accounts.

ACCOUNTS AND DISBURSEMENTS DIVISION

G.O. no. 13, Nov. 13, 1905. Almarco Zapone appointed Acting Chief of Division of Accounts and Disbursements.
G.O. no. 97, Jan. 12, 1906. Waivers for Secretary's signature submitted through Division of Accounts.
G.O. May 1, 1906. Almarco Zapone appointed Chief of Division and Dis-
bursing Clerk of the Division of Accounts and Disbursements.
G.O. Apr. 19, 1909. Duties of Division of Accounts and Disbursements.

ACCOUNTS, SUBSISTENCE

G.O. no. 80, Dec. 6, 1904. Auditing of subsistence accounts.
G.O. no. 83, Feb. 3, 1905. (Amendment to G.O. no. 80) Auditing of
subsistence accounts of field men.

ACTION OF TRADE WASTES ON AGRICULTURAL PRODUCTS LABORATORY

G.O. June 23, 1908. Establishing in the Miscellaneous Division, Bureau
of Chemistry, the Laboratory for the study of the Action of Trade
Wastes on Agricultural Products.

ADDRESS CARDS

G.O. Jan. 12, 1905. Regulations in regard to address cards.

AGENTS

G.O. no. 164, Sept. 3, 1912. Regulations re. appointments of agricul-
tural agents.

AGENTS AND EXPERTS

G.O. Aug. 31, 1903. Designation of Otis W. Barrett as Entomologist and
Botanist, changed to Agent and Expert.
G.O. Apr. 17, 1905. Regulations re. appointments to positions of Expert
and Agent in the Department.

AGENTS AND EXPERTS (Continued)

- S.O. Oct. 16, 1905. Re. forms to be filled out by Agents and Experts.
- G.O. no. 132, Mar. 10, 1909. Appointment of experts and agents.
- S.O. June 25, 1910. Correct form to use in making recommendations for the appointment of experts or agents.

AGRICULTURAL ECONOMICS BUREAU

- S.O. June 22, 1922. Effective July 1, 1922, all employees of the Office of Farm Management and Farm Economics and the Bureau of Markets and Crop Estimates, are transferred to the newly established Bureau of Agricultural Economics.

ALASKA

- S.O. May 12, 1897. Organizing a Commission to investigate Alaska as to the feasibility of establishing an Experiment Station there.

ANIMAL HUSBANDRY DIVISION

- S.O. Dec. 30, 1909. Animal Husbandry Office of Bureau of Animal Industry changed to Animal Husbandry Division.

ANIMAL INDUSTRY BUREAU

- S.O. Apr. 1, 1897. Chief of Bureau of Animal Industry shall have full supervision of employees in his Bureau.
- S.O. Dec. 7, 1899. Appointment Clerk ordered to make application to Civil Service Commission for eligible lists of persons for appointment in Bureau of Animal Industry.
- S.O. Aug. 6, 1900. Chief of Bureau of Animal Industry authorized to grant transfers to employees in Bureau.
- S.O. May 24, 1906. Re. refunding of money collected from each inspector, live stock agent, etc., under order of June 21, 1895.

ANIMAL PHYSIOLOGICAL LABORATORY

- S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Animal Physiological Laboratory.

ANT, KELEP

- S.O. July 28, 1904. Recommendations by Chief, Plant Industry Bureau, and concurred in by Chief, Entomology Bureau, to facilitate the carrying out of investigations by O. F. Cook on the Kelep Ant of Eastern Guatemala; approved by Secretary, July 28, 1904.

APPOINTMENT CLERK

- G.O. June 19, 1895. Officers and employees forbidden entering within railing in Office of Appointment Clerk.

AGENTS AND EXPERTS (Continued)

S.O. Oct. 16, 1902. Re. forms to be filled out by Agents and Experts.
S.O. no. 132, Mar. 10, 1909. Appointment of experts and agents.
S.O. June 22, 1910. Correct form to use in making recommendations for the appointment of experts or agents.

AGRICULTURAL ECONOMICS BUREAU

S.O. June 22, 1922. Effective July 1, 1922, all employees of the Office of Farm Management and Farm Economics and the Bureau of Markets and Crop Estimates, are transferred to the newly established Bureau of Agricultural Economics.

ALASKA

S.O. May 12, 1897. Organizing a Commission to investigate Alaska as to the feasibility of establishing an Experiment Station there.

ANIMAL HUSBANDRY DIVISION

S.O. Dec. 30, 1909. Animal Husbandry Office of Bureau of Animal Industry changed to Animal Husbandry Division.

ANIMAL INDUSTRY BUREAU

S.O. Apr. 1, 1897. Chief of Bureau of Animal Industry shall have full supervision of employees in his Bureau.
S.O. Dec. 7, 1899. Appointment Clerk ordered to make application to Civil Service Commission for eligible lists of persons for appointment in Bureau of Animal Industry.
S.O. Aug. 6, 1900. Chief of Bureau of Animal Industry authorized to grant transfers to employees in Bureau.
S.O. May 24, 1906. Re. refunding of money collected from each inspector, live stock agent, etc., under order of June 21, 1895.

ANIMAL PHYSIOLOGICAL LABORATORY

S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Animal Physiological Laboratory.

ANT, KILIP

S.O. July 28, 1904. Recommendations by Chief, Plant Industry Bureau, and concurred in by Chief, Entomology Bureau, to facilitate the carrying out of investigations by O. F. Cook on the Kilip Ant of Eastern Guatemala; approved by Secretary, July 28, 1904.

APPOINTMENT CLERK

S.O. June 19, 1895. Officers and employees forbidden entering within railing in Office of Appointment Clerk.

APPOINTMENT CLERK (Continued)

S.O. June 23, 1903. Prohibiting the antedating of papers, etc., by the Appointment Clerk.

S.O. July 1, 1903. Duties of the Appointment Clerk.

APPOINTMENTS

G.O. no. 117, Jan. 13, 1908. Appointments and promotions to take effect on a specific date.

S.O. May 25, 1909. Appointments for service under the lump-sum appropriations for Department.

S.O. Nov. 20, 1909. Re. form "Declaration of Appointee" to be filled out by appointees from Civil Service certificates.

S.O. July 21, 1911. Rules re. appointment for service under lump-sum appropriations for Department.

S.O. Aug. 1, 1911. All appointments heretofore payable from specific lump fund appropriations be hereafter payable from any lump fund appropriation of the Bureau, etc., to which salary is properly chargeable.

G.O. no. 164, Sept. 3, 1912. Regulation re. appointments of agricultural agents.

APPOINTMENTS, TEMPORARY

G.O. no. 118, Feb. 1, 1908. Temporary appointments to conform with Civil Service rules.

APPROPRIATION

S.O. May 27, 1899. Amount of appropriation for "collecting Agricultural Statistics," to be spent in salaries in the Division of Statistics and the Section of Foreign Markets.

ARLINGTON CEMETERY

G.O. no. 54, May 14, 1902. Employees excused at noon, May 21, to attend dedication at Arlington.

ARLINGTON EXPERIMENTAL FARMS

G.O. no. 30, Sept. 15, 1900. J. W. Wilson appointed Superintendent of Arlington Experimental Farms.

G.O. no. 38, Mar. 14, 1901. Jasper Wilson appointed Superintendent of Arlington Farms.

G.O. no. 39, Apr. 10, 1901. Arlington Experimental Farms under supervision of B. T. Galloway.

G.O. no. 45 (A), Sept. 17, 1901. Arlington Farm Laborers to be paid for holidays.

APPOINTMENT CLERK (Continued)

S.O. June 23, 1903. Prohibiting the antedating of papers, etc., by the Appointment Clerk.
S.O. July 1, 1903. Duties of the Appointment Clerk.

APPOINTMENTS

G.O. no. 117, Jan. 13, 1908. Appointments and promotions to take effect on a specific date.
S.O. May 25, 1909. Appointments for service under the lump-sum appropriations for Department.
S.O. Nov. 20, 1909. Re. form "Declaration of Appointee" to be filled out by appointees from Civil Service certificates.
S.O. July 21, 1911. Rules re. appointment for service under lump-sum appropriations for Department.
S.O. Aug. 1, 1911. All appointments heretofore payable from specific lump fund appropriations be hereafter payable from any lump fund appropriation of the Bureau, etc., to which salary is properly chargeable.
G.O. no. 104, Sept. 3, 1912. Regulation re. appointments of agricultural agents.

APPOINTMENTS, TEMPORARY

G.O. no. 118, Feb. 1, 1908. Temporary appointments to conform with Civil Service rules.

APPROPRIATION

S.O. May 27, 1899. Amount of appropriation for "collecting Agricultural Statistics," to be spent in salaries in the Division of Statistics and the Section of Foreign Markets.

ARLINGTON CEMETERY

G.O. no. 54, May 14, 1902. Employees excused at noon, May 21, to attend dedication at Arlington.

ARLINGTON EXPERIMENTAL FARMS

G.O. no. 30, Sept. 15, 1900. J. W. Wilson appointed Superintendent of Arlington Experimental Farms.
G.O. no. 38, Mar. 14, 1901. Jasper Wilson appointed Superintendent of Arlington Farms.
G.O. no. 39, Apr. 10, 1901. Arlington Experimental Farms under supervision of B. T. Galloway.
G.O. no. 45 (A), Sept. 17, 1901. Arlington Farm laborers to be paid for holidays.

ASSISTANT SECRETARY

- G.O. Jan. 1, 1894. Duties of the Assistant Secretary.
- S.O. Mar. 23, 1897. Appointment of Joseph H. Brigham as Assistant Secretary.
- S.O. July 1, 1906. Assist. Secretary appointed Acting Secretary during absence of Secretary.
- G.O. no. 98, July 1, 1906. Assistant Secretary's duties as Acting Secretary.

AUSTRIA-HUNGARY

- S.O. Feb. 24, 1912. Consent must be obtained from Austro Hungarian Monarchy allowing foreign officers, missions, and other boards to visit that country.

AWARDS BOARD

- S.O. Apr. 12, 1904. Appointment of Board of Awards to consider all bids tendered in connection with construction of New Buildings.
- S.O. July 31, 1912. Personnel of Committee on Buildings and that said Committee shall also act as Board of Awards.
- S.O. Dec. 26, 1912. Members and duties of the Board of Awards.

BACTERIOLOGICAL LABORATORY

- S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Bacteriological Laboratory.

BIDS

- G.O. no. 134, June 5, 1909. Form for bids.

BINDING

- G.O. no. 130, Feb. 20, 1909. Economy in binding of publications.

BIOLOGICAL SURVEY

- S.O. June 1, 1905. Henry W. Henshaw, Administrative Biologist, shall have general administrative and supervisory charge of work of the Division of Biological Survey.

BOARD OF AWARDS see AWARDS BOARD

BOARD OF CIVIL SERVICE EXAMINERS see CIVIL SERVICE EXAMINERS BOARD

BOARD OF EXAMINERS see EXAMINERS BOARD

BOARD OF LABOR EMPLOYMENT see LABOR EMPLOYMENT BOARD

BOARD OF PROMOTION see PROMOTION BOARD

BONDS

- G.O. no. 121, May 11, 1908. (Amendment to G.O. no. 106) Execution of bonds by Surety Cos.

ASSISTANT SECRETARY

G.O. Jan. 1, 1894. Duties of the Assistant Secretary.
S.O. Mar. 23, 1897. Appointment of Joseph H. Brigham as Assistant Secretary.
S.O. July 1, 1906. Assistant Secretary appointed Acting Secretary during absence of Secretary.
G.O. no. 98, July 1, 1906. Assistant Secretary's duties as Acting Secretary.

AUSTRIA-HUNGARY

S.O. Feb. 24, 1912. Consent must be obtained from Austro-Hungarian Monarchy allowing foreign officers, missions, and other boards to visit that country.

AWARDS BOARD

S.O. Apr. 12, 1904. Appointment of Board of Awards to consider all bids tendered in connection with construction of New Buildings.
S.O. July 31, 1912. Personnel of Committee on Buildings and that said Committee shall also act as Board of Awards.
S.O. Dec. 26, 1912. Members and duties of the Board of Awards.

BACTERIOLOGICAL LABORATORY

S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Bacteriological Laboratory.

BIDS

G.O. no. 134, June 2, 1909. Form for bids.

BINDING

G.O. no. 130, Feb. 20, 1909. Economy in binding of publications.

BIOLOGICAL SURVEY

S.O. June 1, 1902. Henry W. Henshaw, Administrative Biologist, shall have general administrative and supervisory charge of work of the Division of Biological Survey.

BOARD OF AWARDS see AWARDS BOARD
BOARD OF CIVIL SERVICE EXAMINERS see CIVIL SERVICE EXAMINERS BOARD
BOARD OF EXAMINERS see EXAMINERS BOARD
BOARD OF LABOR EMPLOYMENT see LABOR EMPLOYMENT BOARD
BOARD OF PROMOTION see PROMOTION BOARD

BONDS

G.O. no. 121, May 11, 1908. (Amendment to G.O. no. 106) Execution of bonds by Surety Cos.

BOOKS

G.O. no. 139, Apr. 4, 1910. Rules re. books borrowed from Department Library.

BOTANY DIVISION

- S.O. July 3, 1897. L. H. Dewey appointed Acting Botanist and Chief of Division.
- G.O. no. 17, Dec. 8, 1898. O. F. Cook, acting chief of Botany Division.
- G.O. no. 18, Dec. 8, 1898. O. F. Cook made Assistant Chief of Botany Division.
- G.O. no. 27 $\frac{1}{2}$, May 15, 1900. Revoking orders no. 17 and 18 re. acting chief and assistant chief of Botany Division.

BUILDING COMMITTEE

- S.O. May 14, 1903. Appointment of Building Committee of Department.
- S.O. Nov. 13, 1905. Gifford Pinchot appointed as member of Building Committee.
- S.O. Apr. 24, 1908. Building Committee dissolved and Special Orders May 14, 1903, and Nov. 13, 1905 are revoked, and in lieu thereof Committee on Buildings is appointed.

BUILDINGS COMMITTEE

- S.O. Apr. 24, 1908. Building Committee dissolved and S.O., May 14, 1903, and Nov. 13, 1905 are revoked, and in lieu thereof, the Committee on Buildings is appointed.
- S.O. Oct. 18, 1910. Committee on Buildings appointed on Apr. 24, 1908, is hereby dissolved, and Committee on Buildings consisting of A. Zappone, C. C. Clark, and Jasper Wilson is appointed.
- S.O. Oct. 26, 1911. Amending S.O., Oct. 18, 1910, appointing Committee on Buildings, by substituting name of J. A. Arnold in place of Jasper Wilson.
- S.O. July 31, 1912. Personnel of Committee on Buildings and that said Committee shall also act as Board of Awards.

BUILDINGS, NEW

- S.O. Apr. 12, 1904. Appointment of Board of Awards to consider all bids tendered in connection with construction of New Buildings.
- S.O. Mar. 21, 1908. Assigning certain Bureaus to the New Building and making Chief Clerk custodian.
- S.O. Mar. 21, 1908. Appointing S. F. Gardener, Consulting Engineer in connection with the New Buildings.

BUSINESS CONDITIONS

- S.O. Sept. 25, 1897. Condition of business in each division to be reported annually for book of estimates.
- S.O. Sept. 29, 1898. Condition of business in each division to be reported annually for book of estimates.
- S.O. Dec. 17, 1897. Bureau Chiefs to submit to Secretary by 10:00 A. M. Dec. 18, a statement as to the condition of business in each bureau.

G.O. no. 139, Apr. 4, 1910. Rules re. books borrowed from Department Library.

BOTANY DIVISION

G.O. no. 27, May 15, 1900. Revoking orders no. 17 and 18 re. acting chief and assistant chief of Botany Division.
G.O. no. 18, Dec. 8, 1898. O. F. Cook made Assistant Chief of Botany Division.
G.O. no. 17, Dec. 8, 1898. O. F. Cook, acting chief of Botany Division.
G.O. July 3, 1897. L. H. Dewey appointed Acting Botanist and Chief of Division.

BUILDING COMMITTEE

G.O. May 14, 1903. Appointment of Building Committee of Department.
G.O. Nov. 13, 1902. Clifford Pinchot appointed as member of Building Committee.
G.O. Apr. 24, 1908. Building Committee dissolved and Special Orders May 14, 1903, and Nov. 13, 1902 are revoked, and in lieu thereof Committee on Buildings is appointed.

BUILDINGS COMMITTEE

G.O. Apr. 24, 1908. Building Committee dissolved and S.O., May 14, 1903, and Nov. 13, 1902 are revoked, and in lieu thereof, the Committee on Buildings is appointed.
G.O. Oct. 18, 1910. Committee on Buildings appointed on Apr. 24, 1908, is hereby dissolved, and Committee on Buildings consisting of A. Zappono, C. G. Clark, and Jasper Wilson is appointed.
G.O. Oct. 26, 1911. Amending S.O., Oct. 18, 1910, appointing Committee on Buildings, by substituting name of J. A. Arnold in place of Jasper Wilson.
G.O. July 31, 1912. Personnel of Committee on Buildings and that said Committee shall also act as Board of Awards.

BUILDINGS, NEW

G.O. Apr. 12, 1904. Appointment of Board of Awards to consider all bids tendered in connection with construction of New Buildings.
G.O. Mar. 21, 1908. Assigning certain Bureau to the New Building and making Chief Clerk custodian.
G.O. Mar. 21, 1908. Appointing H. F. Gardner, Consulting Engineer in connection with the New Buildings.

BUSINESS CONDITIONS

G.O. Sept. 25, 1897. Condition of business in each division to be reported annually for book of estimates.
G.O. Sept. 29, 1898. Condition of business in each division to be reported annually for book of estimates.
G.O. Dec. 17, 1897. Bureau Chiefs to submit to Secretary by 10:00 A. M. Dec. 18, a statement as to the condition of business in each bureau.

BUSINESS CONDITIONS (Continued)

- G.O. no. 28, May 18, 1900. Business condition report to be submitted quarterly to Chief Clerk.
- S.O. Dec. 29, 1906. Submit a quarterly report showing the condition of business of respective offices.

BUSINESS METHODS COMMITTEE

- G.O. no. 105, Dec. 24, 1906. Personnel and duties of Business Methods Committee.
- S.O. Dec. 24, 1906. Personnel of the Committee on Business Methods.

CAPTAIN OF THE WATCH

- G.O. no. 82, Jan. 16, 1905. Lewis Jones appointed Chief Engineer and Captain of the Watch.
- G.O. no. 82, amended, Feb. 8, 1906. Specific duties of Lewis Jones as Chief Engineer and Captain of the Watch.

CATTLE FOOD AND GRAIN INVESTIGATION LABORATORY

- S.O. June 23, 1908. Established in Miscellaneous Division, Bureau of Chemistry, the Cattle Food and Grain Investigation Laboratory.

CHANGES

- G.O. no. 70A, June 23, 1903. Appointment Clerk to be notified of all changes before certain dates.

CHARWOMEN

- G.O. no. 60, Aug. 23, 1902. Charwomen subject to orders of Captain of the Watch.
- G.O. no. 73, Dec. 9, 1903. Janitor placed in full charge of charwomen.
- S.O. June 9, 1904. Mrs. Martha Boss temporarily placed in charge of all Charwomen, excepting those at Weather Bureau and Forestry Bureau.
- G.O. no. 78, June 28, 1904. A. J. Hodges appointed Janitor in full charge of charwomen.
- S.O. Oct. 18, 1904. During absence of Janitor, Mrs. Mary C. Garvey is placed in charge of charwomen.
- S.O. Sept. 12, 1907. Wm. H. Phipps relieved from duty as janitor and to report to Capt. of Watch for assignment to duty. Capt. of Watch to have full charge of charwomen.

CHEMISTRY BUREAU

- G.O. no. 68, Apr. 15, 1903. Cooperation of chiefs with Bureau of Chemistry in experiment on typewriter ribbons.
- S.O. Sept. 2, 1904. Lewis S. Munson appointed Acting Chief of Bureau of Chemistry during absence of Chief of said Bureau.

BUSINESS CONDITIONS (Continued)

G.O. no. 28, May 18, 1900. Business condition report to be submitted quarterly to Chief Clerk.
S.O. Dec. 29, 1906. Submit a quarterly report showing the condition of business of respective offices.

BUSINESS METHODS COMMITTEE

G.O. no. 105, Dec. 24, 1906. Personnel and duties of Business Methods Committee.
S.O. Dec. 24, 1906. Personnel of the Committee on Business Methods.

CAPTAIN OF THE WATCH

G.O. no. 82, Jan. 16, 1905. Lewis Jones appointed Chief Engineer and Captain of the Watch.
G.O. no. 82, amended, Feb. 8, 1906. Specific duties of Lewis Jones as Chief Engineer and Captain of the Watch.

CATTLE FOOD AND GRAIN INVESTIGATION LABORATORY

S.O. June 23, 1908. Established in Miscellaneous Division, Bureau of Chemistry, the Cattle Food and Grain Investigation Laboratory.

CHANGES

G.O. no. 70A, June 23, 1903. Appointment Clerk to be notified of all changes before certain dates.

CHAWMEN

G.O. no. 60, Aug. 23, 1902. Chawmen subject to orders of Captain of the Watch.
G.O. no. 73, Dec. 9, 1903. Janitor placed in full charge of chawmen.
S.O. June 9, 1904. Mrs. Martha Ross temporarily placed in charge of all Chawmen, excepting those at Weather Bureau and Forestry Bureau.
G.O. no. 75, June 28, 1904. A. J. Hodges appointed Janitor in full charge of chawmen.
S.O. Oct. 18, 1904. During absence of Janitor, Mrs. Mary C. Garvey is placed in charge of chawmen.
S.O. Sept. 12, 1907. Wm. H. Phipps relieved from duty as Janitor and to report to Capt. of Watch for assignment to duty. Capt. of Watch to have full charge of chawmen.

CHEMISTRY BUREAU

G.O. no. 68, Apr. 15, 1903. Cooperation of chiefs with Bureau of Chemistry in experiment on typewriter ribbons.
S.O. Sept. 2, 1904. Lewis S. Munson appointed Acting Chief of Bureau of Chemistry during absence of Chief of said Bureau.

CHEMISTRY BUREAU (Continued)

- S.O. Dec. 27, 1905. Lewis S. Munson designated to serve as Acting Chief of Chemistry Bureau when the Chief of said Bureau, and the Assist. Chemist in that Bureau are both absent.
- S.O. Oct. 13, 1911. R. E. Doolittle will serve as Acting Chief of Bureau of Chemistry and Acting Chairman of Board of Food and Drug Inspection during absence of Dr. H. W. Wiley.

CHIEF CLERK

- S.O. Aug. 7, 1899. J. B. Bennett to act as Chief Clerk during the absence of Colonel Geddes.
- S.O. Aug. 16, 1900. R. M. Reese authorized to act as Chief Clerk during absence of the Chief Clerk thereof.
- S.O. Oct. 19, 1900. Miss Anna M. Housman to act as Chief Clerk during absence of the Chief Clerk thereof.
- S.O. July 21, 1903. Jasper Wilson to act as Chief Clerk during absence of Chief Clerk thereof.
- S.O. July 27, 1903. Miss Anna M. Housman to act as Chief Clerk during absence of Chief Clerk thereof.
- S.O. Aug. 5, 1903. Jasper Wilson to act as Chief Clerk during absence of Chief Clerk thereof.
- S.O. Oct. 5, 1903. Irving Frickey Acting Chief Clerk in the absence of Chief Clerk.
- S.O. Dec. 1, 1908. F. G. Kelsey appointed Acting Chief Clerk, during absence of Chief Clerk.

CHIEF ENGINEER

- G.O. Jan. 1, 1894. Duties of Chief Engineer.
- G.O. no. 82, Jan. 16, 1905. Lewis Jones appointed Chief Engineer and Captain of the Watch.
- G.O. no. 82, amended, Feb. 8, 1906. Specific duties of Lewis Jones as Chief Engineer and Captain of the Watch.

CIVIL SERVICE COMMISSION

- G.O. Feb. 13, 1894. Communications received from Commission be filed with appointment clerk.
- S.O. Oct. 23, 1897. Amendment to Civil Service Rule 2: no removal made from any position subject to competitive examination.
- G.O. no. 42, Apr. 26, 1901. Correspondence from Civil Service Commission referred to Appointment Clerk.
- G.O. no. 49, Mar. 29, 1902. Correspondence from Civil Service Commission referred to Appointment Clerk.
- G.O. no. 49, amended, Sept. 18, 1902. Correspondence with Civil Service Commission to be copied by Appointment Clerk.
- ✓ G.O. no. 58, Aug. 22, 1902. Appointment Clerk only authorized to apply for certificates from Civil Service Commission.
- G.O. no. 62, Dec. 9, 1902. Amendment to Civil Service rules.
- S.O. Jan. 27, 1908. Memorandum received from the President re. Civil Service Rules.
- S.O. July 24, 1909. Rules for reports on certificates from the Civil Service Commission returned to Office of Appointment Clerk.
- S.O. Nov. 8, 1911. Amending Civil Service Rules. Re. positions excepted from examination.

CHEMISTRY BUREAU (Continued)

2.0. Dec. 27, 1902. Lewis S. Munson designated to serve as Acting Chief of Chemistry Bureau when the Chief of said Bureau, and the Assistant Chemist in that Bureau are both absent.
2.0. Oct. 13, 1911. R. R. Doolittle will serve as Acting Chief of Bureau of Chemistry and Acting Chairman of Board of Food and Drug Inspection during absence of Dr. H. W. Wiley.

CHIEF CLERK

2.0. Aug. 7, 1899. J. B. Bennett to act as Chief Clerk during the absence of Colonel Geddes.
2.0. Aug. 16, 1900. R. M. Reese authorized to act as Chief Clerk during absence of the Chief Clerk thereof.
2.0. Oct. 12, 1900. Miss Anna M. Howman to act as Chief Clerk during absence of the Chief Clerk thereof.
2.0. July 21, 1903. Jasper Wilson to act as Chief Clerk during absence of Chief Clerk thereof.
2.0. July 27, 1903. Miss Anna M. Howman to act as Chief Clerk during absence of Chief Clerk thereof.
2.0. Aug. 2, 1903. Jasper Wilson to act as Chief Clerk during absence of Chief Clerk thereof.
2.0. Oct. 2, 1903. Irving Fritchey Acting Chief Clerk in the absence of Chief Clerk.
2.0. Dec. 1, 1908. F. G. Kelsey appointed Acting Chief Clerk, during absence of Chief Clerk.

CHIEF ENGINEER

2.0. Jan. 1, 1894. Duties of Chief Engineer.
2.0. no. 82, Jan. 16, 1902. Lewis Jones appointed Chief Engineer and Captain of the Watch.
2.0. no. 82, amended, Feb. 8, 1906. Specific duties of Lewis Jones as Chief Engineer and Captain of the Watch.

CIVIL SERVICE COMMISSION

2.0. Feb. 13, 1894. Communications received from Commission be filed with appointment clerk.
2.0. Oct. 23, 1897. Amendment to Civil Service Rule 2: no removal made from any position subject to competitive examination.
2.0. no. 42, Apr. 26, 1901. Correspondence from Civil Service Commission referred to Appointment Clerk.
2.0. no. 49, Mar. 29, 1902. Correspondence from Civil Service Commission referred to Appointment Clerk.
2.0. no. 49, amended, Sept. 18, 1902. Correspondence with Civil Service Commission to be copied by Appointment Clerk.
2.0. no. 58, Aug. 22, 1902. Appointment Clerk only authorized to apply for certificates from Civil Service Commission.
2.0. no. 62, Dec. 9, 1902. Amendment to Civil Service rules.
2.0. Jan. 27, 1908. Memorandum received from the President re. Civil Service Rules.
2.0. July 24, 1909. Rules for reports on certificates from the Civil Service Commission returned to Office of Appointment Clerk.
2.0. Nov. 8, 1911. Amending Civil Service Rules. No positions excepted from examination.

CIVIL SERVICE EXAMINERS BOARD

S.O. Dec. 4, 1896. Appointing J. B. Bennett to Board of Civil Service Examiners.

CIVIL SERVICE EXAMINATIONS

S.O. Oct. 1, 1897. Secretary requests Chiefs to submit suitable questions for use in Civil Service examinations.

G.O. no. 88, Oct. 17, 1905. Employees forbidden to give information re. Civil Service examinations.

G.O. no. 88, supplement. Oct. 28, 1905. Employees not to be financially concerned in Civil Service examinations.

CLASSIFICATION

G.O. no. 50, Apr. 14, 1902. Appointment clerk to be supplied with classification of all employees.

CLASSIFIED SERVICE

S.O. Mar. 12, 1897. Appointment Clerk directed to make detailed report re. extensions of classified service.

S.O. Apr. 21, 1897. Report of Appointment Clerk re. status of classified service ordered published.

COMMITTEE ON BUILDINGS see BUILDINGS COMMITTEE

COMMITTEE ON BUSINESS METHODS see BUSINESS METHODS COMMITTEE

COMMITTEE ON GRADES AND SALARIES see GRADES AND SALARIES COMMITTEE

COMMUNICATIONS

G.O. Feb. 13, 1894. Communications received from Commission be filed with appointment clerk.

COMMUNICATIONS TO CONGRESS

G.O. no. 151, Apr. 9, 1912. Rules governing communications to Congress.

CONTRACTS LABORATORY

S.O. June 23, 1903. Establishing in the Bureau of Chemistry a laboratory known as the Contracts Laboratory.

CORRESPONDENCE, OFFICIAL

G.O. no. 11, Jan. 18⁹, 1898. Correspondence for Secretary's signature to be in Chief Clerk's Office at 3 P.M.

G.O. no. 61, Oct. 18, 1902. Forwarding of official correspondence.

CIVIL SERVICE EXAMINERS BOARD

S.O. Dec. 4, 1896. Appointing J. B. Bennett to Board of Civil Service Examiners.

CIVIL SERVICE EXAMINATIONS

S.O. Oct. 1, 1897. Secretary requests Chiefs to submit suitable questions for use in Civil Service examinations.
G.O. no. 88, Oct. 17, 1902. Employees forbidden to give information re. Civil Service examinations.
G.O. no. 88, supplement, Oct. 28, 1902. Employees not to be financially concerned in Civil Service examinations.

CLASSIFICATION

G.O. no. 50, Apr. 14, 1902. Appointment clerk to be supplied with classification of all employees.

CLASSIFIED SERVICE

S.O. Mar. 12, 1897. Appointment Clerk directed to make detailed report re. extensions of classified service.
S.O. Apr. 21, 1897. Report of Appointment Clerk re. status of classified service ordered published.

COMMITTEE ON BUILDINGS see BUILDING COMMITTEE

COMMITTEE ON BUSINESS METHODS see BUSINESS METHODS COMMITTEE

COMMITTEE ON GRADES AND SALARIES see GRADES AND SALARIES COMMITTEE

COMMUNICATIONS

G.O. Feb. 13, 1894. Communications received from Commission be filed with appointment clerk.

COMMUNICATIONS TO CONGRESS

G.O. no. 121, Apr. 9, 1912. Rules governing communications to Congress.

CONTRACTS LABORATORY

S.O. June 23, 1903. Establishing in the Bureau of Chemistry a laboratory known as the Contracts Laboratory.

CORRESPONDENCE, OFFICIAL

G.O. no. 11, Jan. 18, 1898. Correspondence for Secretary's signature to be in Chief Clerk's Office at 3 P.M.
G.O. no. 61, Oct. 18, 1902. Forwarding of official correspondence.

CORRESPONDENCE, OFFICIAL (Continued)

- G.O. no. 65, Feb. 19, 1903. Procedure of correspondence with other executive Department secretaries.
- G.O. no. 67, Mar. 7, 1903. Initials of chiefs to be placed on correspondence for Secretary's signature.
- G.O. no. 70, June 15, 1903. (Reinstatement of G.O. no. 23) Forms of correspondence for Secretary's signature.
- G.O. no. 72, July 23, 1903. Official correspondence without words "Official Business" written on envelope, charge for postage.
- S.O. May 16, 1907. Re. sending official mail to territories or territorial possessions of U. S.

COST-KEEPING SYSTEMS

- G.O. no. 110, Apr. 4, 1907. Cost-keeping systems inaugurated in offices and bureaus of Department.

COTTON-BOLL WEEVIL INVESTIGATIONS, 1904-1905

- S.O. May 14, 1904. Assignments of funds to Bureau of Plant Industry for Cotton Boll Weevil Investigations.

CROP ESTIMATES BUREAU

- S.O. June 30, 1921. Effective July 1, 1921, all employees of Bureau of Markets and the Bureau of Crop Estimates, are transferred to newly established Bureau of Markets and Crop Estimates.

CROP REPORTS

- S.O. July 8, 1905. Orders re. preparation of monthly crop reports of the Bureau of Statistics.

DEPARTMENT CLOSED

- G.O. no. 9, Nov. 17, 1897. Employees excused at noon of day preceeding Thanksgiving.
- G.O. no. 10, Dec. 13, 1897. Employees excused at noon of day preceeding Christmas and New Year's.
- S.O. Dec. 14, 1897. Department closed Dec. 14, at 3 o'clock out of respect to memory of President's mother.
- G.O. no. 9, Nov. 17, 1897. Employees excused at noon of day preceeding Thanksgiving.
- G.O. no. 10, Dec. 13, 1897. Employees excused at noon of day preceeding Christmas and New Year's.
- S.O. June 25, 1898. Employees excused at 3 P.M. today and on Saturdays during heated term.
- G.O. no. 16, Nov. 7, 1898. Employees excused at noon of day preceeding Thanksgiving.
- G.O. no. 19, Dec. 21, 1898. Employees excused at noon of day preceeding Christmas and New Year's.

CORRESPONDENCE, OFFICIAL (Continued)

G.O. no. 65, Feb. 19, 1903. Procedure of correspondence with other executive Department secretaries.
G.O. no. 67, Mar. 7, 1903. Initials of chiefs to be placed on correspondence for Secretary's signature.
G.O. no. 70, June 15, 1903. (Reinstatement of G.O. no. 23) Forms of correspondence for Secretary's signature.
G.O. no. 72, July 23, 1903. Official correspondence without words "Official Business" written on envelope, charge for postage.
S.O. May 16, 1907. Re. sending official mail to territories or territorial possessions of U. S.

COST-KEEPING SYSTEMS

G.O. no. 110, Apr. 4, 1907. Cost-keeping systems inaugurated in offices and bureaus of Department.

COTTON-BOLL WEEVIL INVESTIGATIONS, 1904-1905

S.O. May 14, 1904. Assignments of funds to Bureau of Plant Industry for Cotton Boll Weevil Investigations.

CROP ESTIMATES BUREAU

S.O. June 30, 1921. Effective July 1, 1921, all employees of Bureau of Markets and the Bureau of Crop Estimates, are transferred to newly established Bureau of Markets and Crop Estimates.

CROP REPORTS

S.O. July 8, 1905. Orders re. preparation of monthly crop reports of the Bureau of Statistics.

DEPARTMENT CLOSED

G.O. no. 9, Nov. 17, 1897. Employees excused at noon of day preceding Thanksgiving.
G.O. no. 10, Dec. 13, 1897. Employees excused at noon of day preceding Christmas and New Year's.
S.O. Dec. 14, 1897. Department closed Dec. 14, at 3 o'clock out of respect to memory of President's mother.
G.O. no. 9, Nov. 17, 1897. Employees excused at noon of day preceding Thanksgiving.
G.O. no. 10, Dec. 13, 1897. Employees excused at noon of day preceding Christmas and New Year's.
S.O. June 25, 1898. Employees excused at 3 P.M. today and on Saturdays during heated term.
G.O. no. 16, Nov. 7, 1898. Employees excused at noon of day preceding Thanksgiving.
G.O. no. 19, Dec. 21, 1898. Employees excused at noon of day preceding Christmas and New Year's.

DEPARTMENT CLOSED (Continued)

- G.O. no. 20, Dec. 29, 1898. Dept. closed at 10:00 A.M. Dec. 31, 1898, account death of Senator Morrill.
- G.O. no. 24, Nov. 24, 1899. Department closed Nov. 25, account death of Vice-President Hobart.
- G.O. no. 25, Dec. 21, 1899. Employees excused at noon of day preceding Christmas and New Year's.
- G.O. no. 43, Sept. 14, 1901. Dept. closed, Sept. 14, account President's death.
- G.O. no. 44, Sept. 16, 1901. Department closed Sept. 17, 18, 19, account President's death.
- G.O. no. 46, Dec. 21, 1901. Employees excused at noon, Dec. 24.
- G.O. no. 47, Dec. 31, 1901. Employees excused at noon, Dec. 31.
- G.O. no. 53, May 14, 1902. Employees excused May 17, 1902, to attend reburial of Maj. Gen. Rosecrans.
- G.O. no. 54, May 14, 1902. Employees excused at noon, May 21, to attend dedication at Arlington.
- G.O. no. 79, Oct. 6, 1904. Employees excused Oct. 7, on account of death of Post-Master General.
- S.O. June 10, 1909. Department closed on Saturday afternoons during July, August and September.
- S.O. Dec. 21, 1910. Department closed afternoon of Dec. 24, and Dec. 31, 1910.
- S.O. Dec. 18, 1911. Department closed Saturday afternoon of Dec. 23, and Saturday afternoon of Dec. 30, 1911.
- S.O. Mar. 19, 1912. Excusing employees to attend funeral exercises of men lost on Maine.
- S.O. Nov. 1, 1912. Department closed Saturday, Nov. 2, 1912, because of death of Vice President Sherman.
- S.O. Dec. 17, 1912. Department closed at 1:00 P.M. on Dec. 24 and Dec. 31, 1912.
- S.O. Dec. 15, 1913. Department closed at noon Dec. 24 and Dec. 31, 1913.
- S.O. Dec. 12, 1914. Employees excused at noon on Dec. 24 and Dec. 31, 1914.
- S.O. Dec. 1, 1915. Employees excused at noon on Dec. 24, and Dec. 31, 1915.
- S.O. June 16, 1916. Department closed at 1:00 P.M. on all Saturdays between June 15 and Sept. 15, 1916.

DEPARTMENT METHODS COMMITTEE

- G.O. no. 128, Nov. 14, 1908. Schedule of salaries conforming to report of Committee on Department Methods.

DESPATCH AGENT

- S.O. June 28, 1897. I. P. Roosa appointed Despatch Agent at the Port of New York.

DAIRY DIVISION

- S.O. Apr. 16, 1895. Creating Dairy Division.

DEPARTMENT CLOSED (Continued)

G.O. no. 30, Dec. 29, 1898. Dept. closed at 10:00 A.M. Dec. 31, 1898, account death of Senator Morrill.
G.O. no. 24, Nov. 24, 1899. Department closed Nov. 25, account death of Vice-President Hobart.
G.O. no. 25, Dec. 21, 1899. Employees excused at noon of day preceding Christmas and New Year's.
G.O. no. 43, Sept. 14, 1901. Dept. closed, Sept. 14, account President's death.
G.O. no. 44, Sept. 16, 1901. Department closed Sept. 17, 18, 19, account President's death.
G.O. no. 46, Dec. 21, 1901. Employees excused at noon, Dec. 24.
G.O. no. 47, Dec. 21, 1901. Employees excused at noon, Dec. 31.
G.O. no. 53, May 14, 1902. Employees excused May 17, 1902, to attend funeral of Maj. Gen. Rosecrans.
G.O. no. 54, May 14, 1902. Employees excused at noon, May 21, to attend dedication at Arlington.
G.O. no. 79, Oct. 6, 1904. Employees excused Oct. 7, on account of death of Post-Master General.
S.O. June 10, 1909. Department closed on Saturday afternoon during July, August and September.
S.O. Dec. 21, 1910. Department closed afternoon of Dec. 24, and Dec. 31, 1910.
S.O. Dec. 18, 1911. Department closed Saturday afternoon of Dec. 23, and Saturday afternoon of Dec. 30, 1911.
S.O. Mar. 19, 1912. Excusing employees to attend funeral exercises of man lost on Maine.
S.O. Nov. 1, 1912. Department closed Saturday, Nov. 2, 1912, because of death of Vice President Sherman.
S.O. Dec. 17, 1912. Department closed at 1:00 P.M. on Dec. 24 and Dec. 31, 1912.
S.O. Dec. 15, 1913. Department closed at noon Dec. 24 and Dec. 31, 1913.
S.O. Dec. 12, 1914. Employees excused at noon on Dec. 24 and Dec. 31, 1914.
S.O. Dec. 1, 1915. Employees excused at noon on Dec. 24, and Dec. 31, 1915.
S.O. June 16, 1916. Department closed at 1:00 P.M. on all Saturdays between June 15 and Sept. 15, 1916.

DEPARTMENT METHODS COMMITTEE

G.O. no. 128, Nov. 14, 1908. Schedule of salaries conforming to report of Committee on Department Methods.

DESPATCH AGENT

S.O. June 28, 1897. I. P. Roosa appointed Despatch Agent at the Port of New York.

DAIRY DIVISION

S.O. Apr. 16, 1895. Creating Dairy Division.

DISBURSING CLERK

- G.O. no. 95, Feb. 16, 1906. Duties of Disbursing Clerk.
S.O. May 1, 1906. Almerico Zappone appointed Chief of Division and Disbursing Clerk of the Division of Accounts and Disbursements.

DISCHARGING OF EMPLOYEES

- G.O. no. 89, Oct. 19, 1905. Discharging of employees.

DISTRIBUTION OF SEEDS

- G.O. no. 14, July 16, 1898. Purchase and distribution of seeds.
G.O. no. 15, Oct. 28, 1898. Distribution of seeds in charge of F. V. Coville.
G.O. no. 40, Apr. 24, 1901. B. T. Galloway charged with Distribution of Seeds during Secretary's absence.
G.O. no. 41, Apr. 24, 1901. Seed distribution in charge of newly created Chief, Plant Industry Bureau.

DIVISIONS OF DEPARTMENT

- G.O. no. 35, Nov. 27, 1900. Certain specified divisions to be under direction of Assistant Secretary.

DOCUMENT ROOM

- S.O. July 1, 1896. Document and folding room placed in charge of Chief of Division of Publications.

DOCUMENT SECTION

- S.O. Feb. 13, 1905. All employees in Document Section of Publications Division to remain on duty until 5 P.M. until further notice.

DRUGS DIVISION

- S.O. Dec. 26, 1907. Drug Laboratory of Bureau of Chemistry changed to Division of Drugs.

DRUG INSPECTION LABORATORY

- S.O. June 24, 1908. Established in Division of Drugs, Bureau of Chemistry, the Drug Inspection Laboratory.

EFFICIENCY REPORTS

- G.O. Dec. 1, 1896. Efficiency reports basis for all promotions and demotions.
G.O. no. 26, Feb. 12, 1900. Efficiency reports to be filed with Appointment Clerk.
S.O. June 27, 1907. Chiefs of Bureaus, etc. to appoint a representative from his force for purpose of establishing more uniform method for rating efficiency of employees.

DISBURSING CLERK

G.O. no. 95, Feb. 16, 1906. Duties of Disbursing Clerk.
S.O. May 1, 1905. Almerico Espinoza appointed Chief of Division and Dis-
bursing Clerk of the Division of Accounts and Disbursements.

DISCHARGING OF EMPLOYEES

G.O. no. 89, Oct. 19, 1905. Discharging of employees.

DISTRIBUTION OF SEEDS

G.O. no. 14, July 16, 1898. Purchase and distribution of seeds.
G.O. no. 15, Oct. 28, 1898. Distribution of seeds in charge of
P. V. Coville.
G.O. no. 40, Apr. 24, 1901. E. T. Galloway charged with Distribution of
Seeds during Secretary's absence.
G.O. no. 41, Apr. 24, 1901. Seed distribution in charge of newly created
Chief, Plant Industry Bureau.

DIVISIONS OF DEPARTMENT

G.O. no. 35, Nov. 27, 1900. Certain specified divisions to be under
direction of Assistant Secretary.

DOCUMENT ROOM

S.O. July 1, 1896. Document and folding room placed in charge of Chief
of Division of Publications.

DOCUMENT SECTION

S.O. Feb. 13, 1905. All employees in Document Section of Publications
Division to remain on duty until 5 P.M. until further notice.

DRUGS DIVISION

S.O. Dec. 26, 1907. Drug Laboratory of Bureau of Chemistry changed to
Division of Drugs.

DRUG INSPECTION LABORATORY

S.O. June 24, 1908. Established in Division of Drugs, Bureau of Chem-
istry, the Drug Inspection Laboratory.

EFFICIENCY REPORTS

G.O. Dec. 1, 1896. Efficiency reports basis for all promotions and
demotions.
G.O. no. 36, Feb. 12, 1900. Efficiency reports to be filled with Ap-
pointment Clerk.
S.O. June 27, 1907. Chiefs of Bureaus, etc. to appoint a representative
from his force for purpose of establishing more uniform method for
rating efficiency of employees.

ELECTIONS

G.O. no. 112, June 5, 1907. Amendment to Civil Service Rule I, interfering with elections prohibited.

EMPLOYEES

G.O. Apr. 16, 1895. Officers and employees must write name in full on all address cards, record cards, etc.

G.O. no. 13, Apr. 19, 1898. Employees furloughed without pay to enter military or naval service.

G.O. no. 13, amended, June 16, 1898. Reinstatement of employees serving in Spanish War.

G.O. no. 50, Apr. 14, 1902. Appointment clerk to be supplied with classification of all employees.

X G.O. no. 71, June 23, 1903. Employees to be detailed only upon written authority.

G.O. no. 79, Oct. 6, 1904. Employees excused Oct. 7, on account of death of Post-Master General.

S.O. Apr. 29, 1907. Employees who wish to attend unveiling of statue of Gen. McClellan may be excused.

G.O. no. 114, July 1, 1907. Employees permitted to hold State positions.

G.O. no. 120, Apr. 27, 1908. Transfer of employees.

S.O. July 30, 1908. Employees taking part in Graduate School of Agr. Cornell University, are authorized to receive the honorarium given by the University for these services.

S.O. Nov. 17, 1910. All documentary charges preferred against any employee in Dept. be deposited and filed in Office of Appointment Clerk.

G.O. no. 162, Aug. 29, 1912. Employees authorized to hold certain municipal offices.

EMPLOYMENT

X G.O. no. 33, Oct. 16, 1900. No one employed except by direction of Secretary.

ENOLOGICAL LABORATORY

S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Enological Laboratory.

EQUIPMENT

G.O. no. 156, Aug. 12, 1912. Special personal equipment for employees.

ESSENTIAL OIL LABORATORY

S.O. June 22, 1908. Established in Division of Drugs, Bureau of Chemistry the Essential Oil Laboratory.

ELECTIONS

G.O. no. 112, June 5, 1907. Amendment to Civil Service Rule I, interfering with elections prohibited.

EMPLOYEES

G.O. Apr. 16, 1895. Officers and employees must write name in full on all address cards, record cards, etc.
G.O. no. 13, Apr. 19, 1898. Employees furnished without pay to enter military or naval service.
G.O. no. 13, amended, June 16, 1898. Reinstatement of employees serving in Spanish War.
G.O. no. 50, Apr. 14, 1902. Appointment clerk to be supplied with classification of all employees.
G.O. no. 71, June 23, 1903. Employees to be detailed only upon written authority.
G.O. no. 75, Oct. 6, 1904. Employees exonerated Oct. 7, on account of death of Post-Master General.
S.O. Apr. 29, 1907. Employees who wish to attend unveiling of statue of Gen. McClellan may be exonerated.
G.O. no. 114, July 1, 1907. Employees permitted to hold State positions.
G.O. no. 120, Apr. 27, 1908. Transfer of employees.
S.O. July 30, 1908. Employees taking part in Graduate School of Agr. Cornell University, are authorized to receive the honorarium given by the University for these services.
S.O. Nov. 17, 1910. All documentary charges preferred against any employee in Dept. be deposited and filed in Office of Appointment Clerk.
G.O. no. 162, Aug. 29, 1912. Employees authorized to hold certain municipal offices.

EMPLOYMENT

G.O. no. 33, Oct. 16, 1900. No one employed except by direction of Secretary.

ENTOMOLOGICAL LABORATORY

S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Entomological Laboratory.

EQUIPMENT

G.O. no. 156, Aug. 12, 1912. Special personal equipment for employees.

ESSENTIAL OIL LABORATORY

S.O. June 22, 1908. Established in Division of Drugs, Bureau of Chemistry the Essential Oil Laboratory.

EXAMINERS BOARD

S.O. July 22, 1897. Personnel of Board of Examiners.

EXPENSE ALLOWANCE

- S.O. June 5, 1906. Re. expenses allowed for attending meeting of the American Association for the Advancement of Science.
- S.O. June 17, 1907. Expenses allowed for attendance at scientific meetings.
- S.O. June 7, 1909. Authority of Secretary to authorize payment of salary and expenses to officers and employees of Department attending meetings of scientific societies.
- G.O. no. 155, July 1, 1912. Expenses not allowed employees attending meetings or conventions.
- G.O. no. 159, Aug. 24, 1912. Expenses allowed for attendance at meetings on authority of Secretary.

EXPENSES

G.O. no. 148, Oct. 24, 1911. Fiscal regulations re. expenses amended.

EXPERIMENT STATIONS OFFICE

- S.O. June 26, 1902. Created and established in the Office of Experiment Stations the Editorial Division and the Division of Insular Stations.
- S.O. July 7, 1905. Chas. D. Woods, Expert in Food Investigations, ordered to report to the Director of the Office Experiment Stations.

EXPERIMENTAL GARDENS AND GROUNDS

- G.O. no. 29, Sept. 14, 1900. Experimental Gardens and Grounds under Chief, Division of Vegetable Physiology and Pathology.
- G.O. no. 34, Oct. 18, 1900. Acting Chief designated for Experimental Gardens and Grounds.

EXPERTS AND AGENTS see AGENTS AND EXPERTS

FARM MANAGEMENT AND FARM ECONOMICS OFFICE

S.O. June 22, 1922. Effective July 1, 1922, all employees of the Office of Farm Management and Farm Economics and the Bureau of Markets and Crop Estimates, are transferred to the newly established Bureau of Agricultural Economics.

FEDERAL HORTICULTURAL BOARD

S.O. Aug. 21, 1912. Designating members of the Federal Horticultural Board.

EXAMINERS BOARD

S.O. July 22, 1937. Personnel of Board of Examiners.

EXPENSE ALLOWANCE

S.O. June 2, 1906. Re. expenses allowed for attending meeting of the American Association for the Advancement of Science.
S.O. June 17, 1907. Expenses allowed for attendance at scientific meetings.
S.O. June 7, 1909. Authority of Secretary to authorize payment of salary and expenses to officers and employees of Department attending meetings of scientific societies.
S.O. no. 122, July 1, 1912. Expenses not allowed employees attending meetings or conventions.
S.O. no. 122, Aug. 24, 1912. Expenses allowed for attendance at meetings on authority of Secretary.

EXPENSES

S.O. no. 123, Oct. 24, 1911. Fiscal regulations re. expenses amended.

EXPERIMENT STATIONS OFFICE

S.O. June 26, 1902. Created and established in the Office of Experiment Stations the Editorial Division and the Division of Insect Stations.
S.O. July 7, 1905. Chas. D. Woods, Expert in Food Investigations, ordered to report to the Director of the Office Experiment Stations.

EXPERIMENTAL GARDENS AND GROUNDS

S.O. no. 29, Sept. 14, 1900. Experimental Gardens and Grounds under Chief, Division of Vegetable Physiology and Pathology.
S.O. no. 34, Oct. 18, 1900. Acting Chief designated for Experimental Gardens and Grounds.

EXPERTS AND AGENTS see AGENTS AND EXPERTS

FARM MANAGEMENT AND FARM ECONOMICS OFFICE

S.O. June 22, 1922. Effective July 1, 1922, all employees of the Office of Farm Management and Farm Economics and the Bureau of Markets and Crop Estimates, are transferred to the newly established Bureau of Agricultural Economics.

FEDERAL HORTICULTURAL BOARD

S.O. Aug. 21, 1912. Designating members of the Federal Horticultural Board.

FEED AND FUEL

- S.O. Nov. 30, 1904. J. F. Skidmore relieved from duties of weighing and inspecting of feed and fuel, and W. F. Timberlake appointed in his place.
- S.O. Jan. 27, 1905. Revoking S. O. Nov. 30, 1904, and directing J. F. Skidmore to superintend the weighing and inspecting of feed and fuel.

FEES

- G.O. no. 81, Jan. 3, 1905. Notaries in government service to receive no fees.
- G.O. no. 81, amended, Apr. 3, 1905. G.O. no. 81 not to apply in certain cases.
- G.O. no. 104, Nov. 15, 1906. Fees for administering oaths.
- G.O. no. 109, Mar. 23, 1907. Notary fees of States.

FIRE

- G.O. no. 172, Feb. 10, 1913. Fire precautionary measures.

FIRE BRIGADE

- S.O. Dec. 16, 1908. List of employees designated as firemen for Department.
- S.O. May 22, 1911. Certain employees of Dept. designated to act as firemen, under direction of Chief Engineer.

FISCAL REGULATIONS

- G.O. no. 148, Oct. 24, 1911. Fiscal regulations re. expenses amended.
- G.O. no. 154, June 8, 1912. Fiscal regulations amended.
- X S.O. July 5, 1912. Creating a committee to revise the fiscal regulations and designating E. D. Yerby Chairman.

FOOD AND DRUG INSPECTION BOARD

- G.O. no. 111, Apr. 25, 1907. Creation of Food and Drug Inspection Board.
- G.O. no. 147, Oct. 3, 1911. Change of personnel of Board of Food and Drug Inspection.
- G.O. no. 169, Dec. 17, 1912. (Supplement to G.O. no. 147) Personnel of Food and Drug Inspection Board.
- G.O. no. 170, Jan. 11, 1913. Personnel of Food and Drug Inspection Board.

FOOD, DRUG AND INSECTICIDE ADMINISTRATION

- S.O. July 12, 1927. Effective July 1, 1927, all employees of the Insecticide and Fungicide Board and of the Bureau of Chemistry, except those transferred to the Bureau of Chemistry and Soils, are transferred to the Food, Drug and Insecticide Administration.

FEED AND FUEL

2.0. Nov. 30, 1904. J. F. Skidmore relieved from duties of weighing and inspecting of feed and fuel, and W. F. Timbexlake appointed in his place.
2.0. Jan. 27, 1905. Revoking 2.0. Nov. 30, 1904, and directing J. F. Skidmore to superintend the weighing and inspecting of feed and fuel.

FEES

2.0. no. 81, Jan. 3, 1905. Notaries in government service to receive no fees.
2.0. no. 81, amended, Apr. 3, 1905. 2.0. no. 81 not to apply in certain cases.
2.0. no. 104, Nov. 15, 1906. Fees for administering oaths.
2.0. no. 109, Mar. 23, 1907. Notary fees of States.

FIRE

2.0. no. 172, Feb. 10, 1913. Fire precautionary measures.

FIRE BRIGADE

2.0. Dec. 16, 1908. List of employees designated as firemen for Department.
2.0. May 22, 1911. Certain employees of Dept. designated to act as firemen, under direction of Chief Engineer.

FISCAL REGULATIONS

2.0. no. 148, Oct. 24, 1911. Fiscal regulations re. expenses amended.
2.0. no. 154, June 8, 1912. Fiscal regulations amended.
2.0. July 5, 1912. Creating a committee to revise the fiscal regulations and designating R. D. Yorpy Chairman.

FOOD AND DRUG INSPECTION BOARD

2.0. no. 117, Apr. 25, 1907. Creation of Food and Drug Inspection Board.
2.0. no. 147, Oct. 3, 1911. Change of personnel of Board of Food and Drug Inspection.
2.0. no. 169, Dec. 17, 1912. (Supplement to 2.0. no. 147) Personnel of Food and Drug Inspection Board.
2.0. no. 170, Jan. 11, 1913. Personnel of Food and Drug Inspection Board.

FOOD, DRUG AND INSPECTING ADMINISTRATION

2.0. July 12, 1927. Effective July 1, 1927, all employees of the Inspection and Analytical Board and of the Bureau of Chemistry, except those transferred to the Bureau of Chemistry and Soils, are transferred to the Food, Drug and Inspection Administration.

FOOD INSPECTION LABORATORY

S.O. June 24, 1908. Established in Division of Foods, Chemistry Bureau, the Food Inspection Laboratory.

FOOD RESEARCH LABORATORY

S.O. June 24, 1908. Established in Bureau of Chemistry a Food Research Laboratory for purpose of obtaining information for execution of Food and Drugs Act.

FOOD TECHNOLOGY LABORATORY

S.O. June 22, 1908. Established in the Division of Foods of Bureau of Chemistry the Laboratory of Food Technology.

FOODS DIVISION

S.O. June 3, 1904. Established in Bureau of Chemistry the Division of Foods.

FOREIGN MARKETS DIVISION

S.O. July 14, 1908. Changing name of Division of Foreign Markets, Bureau of Statistics to the Division of Research.

S.O. Aug. 4, 1908. Revoking S.O., July 14, 1908, changing name of Division of Foreign Markets to Division of Research.

FOREIGN MARKETS SECTION

S.O. May 27, 1899. Amount of appropriation for "collecting Agricultural Statistics," to be spent in salaries in the Division of Statistics and in the Section of Foreign Markets.

Forest SERVICE

G.O. no. 84, Feb. 1, 1905. Forest Service established in Department.

S.O. Jan. 5, 1906. James B. Adams, Wm. L. Hall, O. W. Price, Thos. H. Sherrard, E. A. Sterling, and Geo. B. Sudworth are authorized and directed to serve as Acting Forester of the Forest Service when so directed by the Forester.

S.O. Jan. 8, 1906. Frederick E. Olmsted, authorized and directed to serve as Acting Forester of the Forest Service when so directed by the Forester.

S.O. May 12, 1906. George G. Anderson authorized and directed to serve as Acting Forester of the Forest Service for the purpose of signing vouchers and correspondence, when so directed by Forester.

S.O. Nov. 28, 1906. All appointments in Forest Service be made payable from the miscellaneous roll, etc.

S.O. July 7, 1908. Revoking authorization, dated June 30, 1908, that R. S. Kellogg, Assist. Forester, sign under direction of Forester, official correspondence.

FOOD INSPECTION LABORATORY

S.O. June 24, 1908. Established in Division of Foods, Chemistry Bureau, the Food Inspection Laboratory.

FOOD RESEARCH LABORATORY

S.O. June 24, 1908. Established in Bureau of Chemistry & Food Research Laboratory for purpose of obtaining information for execution of Food and Drug Act.

FOOD TECHNOLOGY LABORATORY

S.O. June 22, 1908. Established in the Division of Foods of Bureau of Chemistry the Laboratory of Food Technology.

FOODS DIVISION

S.O. June 3, 1904. Established in Bureau of Chemistry the Division of Foods.

FOREIGN MARKETS DIVISION

S.O. July 14, 1908. Changing name of Division of Foreign Markets, Bureau of Statistics to the Division of Research.
S.O. Aug. 4, 1908. Reverting S.O. July 14, 1908, changing name of Division of Foreign Markets to Division of Research.

FOREIGN MARKETS SECTION

S.O. May 27, 1909. Amount of appropriation for "collecting Agricultural Statistics" to be spent in salaries in the Division of Statistics and in the Section of Foreign Markets.

FOREST SERVICE

S.O. no. 84, Feb. 1, 1905. Forest Service established in Department.
S.O. Jan. 5, 1906. James H. Adams, Wm. L. Hall, G. W. Fries, Fred. W. Sherman, E. A. Sterling, and Geo. B. Snodgrass are authorized and directed to serve as Acting Forester of the Forest Service when so directed by the Forester.
S.O. Jan. 8, 1906. Frederick S. Olmsted, authorized and directed to serve as Acting Forester of the Forest Service when so directed by the Forester.
S.O. May 12, 1906. George G. Anderson authorized and directed to serve as Acting Forester of the Forest Service for the purpose of signing vouchers and correspondence, when so directed by Forester.
S.O. Nov. 28, 1906. All appointments in Forest Service be made payable from the miscellaneous roll, etc.
S.O. July 7, 1908. Reverting authorization, dated June 30, 1908, that E. S. Kallgren, Asst. Forester, sign under direction of Forester, official correspondence.

FOREST SERVICE (Continued)

- S.O. July 7, 1908. Authorizing A. C. Ringland, Asst. Forester in charge of Branch of Lands to sign all official correspondence and documents relating to that Office.
- S.O. May 10, 1909. A. C. Shaw directed to serve as Acting Forester of Forest Service until further notice.
- S.O. Nov. 3, 1909. Authorizing R. S. Kellogg to serve as Acting Forester when so directed by Forester of Forest Service.
- G.O. no. 138, Jan. 15, 1910. Legal work of Forest Service performed under Solicitor.
- S.O. Jan. 26, 1910. Letter to Secretary recommending changes to be made in Forest Service relative to G.O. no. 138, Jan. 15, 1910, re. accounts and disbursements of Forest Service.
- S.O. Jan. 31, 1910. Establishing in Branch of Operation of the Forest Service, the Office of Records.
- S.O. June 28, 1910. Limiting hours of labor on Saturdays in Forest Service so as not to apply to employees of Service in field.
- G.O. no. 145, amended, June 1, 1911. Forest Service employees allowed transportation of household goods.

FORESTRY BUREAU

- S.O. Aug. 27, 1902. Division of Forest Products created and established in the Bureau of Forestry

FORESTRY DIVISION

- S.O. Dec. 11, 1899. Organization of the work of the Division of Forestry in four sections is hereby authorized.
- S.O. Jan. 14, 1901. Persons designated as Experts in the Div. of Forestry, be changed to Laborer.

FORMS

- G.O. no. 23, Oct. 30, 1899. Form of communication for addressing Secretary of State.
- G.O. no. 65, Feb. 19, 1903. Procedure of correspondence with other executive Department secretaries.
- G.O. no. 70, June 15, 1903. (restatement of G.O. no. 23) Forms of correspondence for Secretary's signature.
- S.O. Apr. 14, 1909. Forms to be used for receipt for payment in cash, and for assignment order.
- G.O. no. 134, June 5, 1909. Form for bids.

FURLONGHS

- G.O. no. 13, Apr. 19, 1898. Employees furloughed without pay to enter military or naval service.
- G.O. no. 99, July 27, 1906. Termination of furloughs of employees.

FOREST SERVICE (Continued)

- 2.0. July 7, 1908. Authorizing A. C. Kingland, Asst. Forester in charge of Branch of Lands to sign all official correspondence and documents relating to that Office.
- 2.0. May 10, 1909. A. C. Shaw directed to serve as Acting Forester of Forest Service until further notice.
- 2.0. Nov. 3, 1909. Authorizing E. S. Kellogg to serve as Acting Forester when so directed by Forester of Forest Service.
- 0.0. no. 133, Jan. 15, 1910. Legal work of Forest Service performed under Solicitor.
- 2.0. Jan. 26, 1910. Letter to Secretary recommending changes to be made in Forest Service relative to G.O. no. 133, Jan. 15, 1910, re. accounts and disbursements of Forest Service.
- 2.0. Jan. 27, 1910. Establishing in Branch of Operation of the Forest Service, the Office of Records.
- 2.0. June 28, 1910. Limiting hours of labor on Saturdays in Forest Service so as not to apply to employees of Service in field.
- 0.0. no. 145, amended, June 1, 1911. Forest Service employees allowed transportation of household goods.

FOREST SERVICE

- 2.0. Aug. 27, 1908. Division of Forest Products created and established in the Bureau of Forestry.

FOREST SERVICE

- 2.0. Dec. 11, 1909. Organization of the work of the Division of Forestry in four sections as hereby authorized.
- 2.0. Jan. 14, 1901. Persons designated as experts in the Div. of Forestry, be changed to laborer.

FORMS

- 0.0. no. 23, Oct. 30, 1909. Form of communication for addressing Secretary of State.
- 0.0. no. 65, Feb. 19, 1903. Procedure of correspondence with other executive department secretaries.
- 0.0. no. 70, June 15, 1903. (restatement of G.O. no. 23) Forms of correspondence for Secretary's signature.
- 2.0. Apr. 14, 1909. Form to be used for receipt for payment in cash, and for assignment order.
- 0.0. no. 134, June 5, 1909. Form for bids.

FURLONGS

- 0.0. no. 13, Apr. 19, 1898. Employees furloughed without pay to enter military or naval service.
- 0.0. no. 99, July 27, 1906. Termination of furloughs of employees.

GENERA

G.O. no. 97, Apr. 16, 1906. Designation of the type species of new genera.

GRADES AND SALARIES COMMITTEE

S.O. June 17, 1907. A. Zappone to represent Department on Committee on Grades and Salaries in the Executive Depts.

G.O. no. 122, May 23, 1908. Salaries rearranged to conform to report of Committee on Grades and Salaries.

HOLIDAYS see DEPARTMENT CLOSED

HOUSEHOLD GOODS

G.O. no. 145, Apr. 25, 1911. Employees allowed transportation of household goods.

G.O. no. 145, amended, June 1, 1911. Forest Service employees allowed transportation of household goods.

IMPORTS AND EXPORTS

S.O. June 28, 1897. I. P. Roosa appointed Despatch Agent at the Port of New York.

INAUGURATION

S.O. Feb. 28, 1905. All who can are to decorate their homes on Mar. 4, by flying the National flag.

INFORMATION

G.O. no. 2, Mar. 20, 1897. Employees ordered not to furnish information to public.

INSECTICIDE AND AGRICULTURAL WATER LABORATORY

S.O. July 1, 1905. Name of Insecticide and Agricultural Water Laboratory of the Bureau of Chemistry changed to Miscellaneous Laboratory.

INSECTICIDE AND FUNGICIDE BOARD

G.O. no. 143, Dec. 22, 1910. Personnel and duties of Insecticide and Fungicide Board.

S.O. July 12, 1927. Effective July 1, 1927, all employees of the Insecticide and Fungicide Board and of the Bureau of Chemistry, except those transferred to Bureau of Chemistry and Soils, are transferred to the Food, Drug, and Insecticide Administration.

G.O. no. 168, Oct. 11, 1912. (Amendment to G.O. no. 143) Changes in personnel of Insecticide and Fungicide Board.

GENERAL

G.O. no. 97, Apr. 10, 1906. Reorganization of the type species of new genera.

GRADES AND SALARIES COMMITTEE

G.O. June 17, 1907. A. Sappone to represent Department on Committee on Grades and Salaries in the Executive Dept.
G.O. no. 123, May 23, 1908. Salaries rearranged to conform to report of Committee on Grades and Salaries.

HOLIDAYS see DEPARTMENT CLOSED

HOUSEHOLD GOODS

G.O. no. 145, Apr. 25, 1911. Employees allowed transportation of household goods.
G.O. no. 145, amended, June 1, 1911. Forest Service employees allowed transportation of household goods.

IMPORTS AND EXPORTS

G.O. June 28, 1897. I. P. House appointed Dispatch Agent at the Port of New York.

INAGURATION

G.O. Feb. 28, 1902. All who can are to decorate their houses on Mar. 4 by flying the National flag.

INFORMATION

G.O. no. 2, Mar. 20, 1897. Employees ordered not to furnish information to public.

INSECTICIDE AND AGRICULTURAL WATER LABORATORY

G.O. July 1, 1902. Name of Insecticide and Agricultural Water Laboratory of the Bureau of Chemistry changed to Miscellaneous Laboratory.

INSECTICIDE AND FUNGICIDE BOARD

G.O. no. 143, Nov. 22, 1910. Personnel and duties of Insecticide and Fungicide Board.

G.O. July 12, 1927. Effective July 1, 1927, all employees of the Insecticide and Fungicide Board and of the Bureau of Chemistry, except those transferred to Bureau of Chemistry and Soils, are transferred to the Food, Drug, and Insecticide Administration.
G.O. no. 168, Oct. 11, 1912. (Amendment to G.O. no. 143) Changes in personnel of Insecticide and Fungicide Board.

INSECTICIDE AND FUNGICIDE LABORATORY

S.O. June 23, 1908. Established in Miscellaneous Division, Bureau of Chemistry the Insecticide and Fungicide Laboratory.

INSPECTION OF BUILDINGS

G.O. no. 150, Mar. 18, 1912. Inspection of sanitary conditions of buildings.

ISTHMIAN CANAL COMMISSION

G.O. no. 86, Sept. 7, 1905. Matters pertaining to Isthmian Canal Commission referred to chairman of Commission.

JANITOR

G.O. no. 73, Dec. 9, 1903. Janitor placed in full charge of charwomen.

G.O. no. 78, June 28, 1904. A. J. Hodges appointed Janitor in full charge of charwomen.

S.O. Sept. 12, 1907. Wm. H. Phipps relieved from duty as janitor and to report to Captain of Watch for assignment to duty. Capt. of Watch to have full charge of charwomen.

KELEP ANT

S.O. July 28, 1904. Recommendations by Chief, Plant Industry Bureau, and concurred in by Chief, Entomology Bureau, to facilitate the carrying out of investigations by O. F. Cook on the Kelep Ant of Eastern Guatemala; approved by Secretary, July 28, 1904.

LABOR DAY

S.O. Aug. 14, 1907. Per diem laborers to be excused Labor Day.

G.O. no. 115, Aug. 14, 1907. Per diem employees excused Labor Day.

LABOR EMPLOYMENT BOARD

G.O. no. 56, July 3, 1902. Personnel of Labor Employment Board.

G.O. no. 59, Aug. 23, 1902. (Amendment to G.O. no. 56) Personnel of Labor Employment Board.

S.O. July 1, 1903. Appointment of new member to Board of Labor Employment.

S.O. Nov. 18, 1904. J. B. Bennett, Appointment Clerk, to represent Department on Board of Labor Employment of U. S. Civil Service Commission.

LABORERS

G.O. no. 45 (A), Sept. 17, 1901. Arlington Farm laborers to be paid for holidays.

S.O. July 2, 1902. Regulations governing appointment to positions of mere unskilled laborers.

INSECTICIDE AND FUNGICIDE LABORATORY

2.0. June 23, 1908. Established in Miscellaneous Division, Bureau of Chemistry the Insecticide and Fungicide Laboratory.

INSPECTION OF BUILDINGS

2.0. no. 150, Mar. 18, 1912. Inspection of sanitary conditions of buildings.

ISTHMIAN CANAL COMMISSION

2.0. no. 86, Sept. 7, 1905. Matters pertaining to Isthmian Canal Commission referred to chairman of Commission.

JANITOR

2.0. no. 73, Dec. 9, 1903. Janitor placed in full charge of charwomen.
2.0. no. 78, June 28, 1904. A. J. Hodges appointed Janitor in full charge of charwomen.
2.0. Sept. 12, 1907. Wm. H. Phipps relieved from duty as Janitor and to report to Captain of Watch for assignment to duty. Capt. of Watch to have full charge of charwomen.

KELLEY ANT

2.0. July 28, 1904. Recommendations by Chief, Plant Industry Bureau, and concurred in by Chief, Entomology Bureau, to facilitate the carrying out of investigations by O. F. Cook on the Kelley Ant of Eastern Guatemala; approved by Secretary, July 28, 1904.

LABOR DAY

2.0. Aug. 14, 1907. Per diem laborers to be excused Labor Day.
2.0. no. 115, Aug. 14, 1907. Per diem employees excused Labor Day.

LABOR EMPLOYMENT BOARD

2.0. no. 56, July 3, 1902. Personnel of Labor Employment Board.
2.0. no. 59, Aug. 23, 1902. (Amendment to 2.0. no. 56) Personnel of Labor Employment Board.
2.0. July 1, 1903. Appointment of new member to Board of Labor Employment.
2.0. Nov. 18, 1904. J. B. Bennett, Appointment Clerk, to represent Department on Board of Labor Employment of U. S. Civil Service Commission.

LABORERS

2.0. no. 45 (4), Sept. 17, 1901. Arlington Farm laborers to be paid for holidays.
2.0. July 2, 1902. Regulations governing appointment to positions of more unskilled laborers.

LABORERS (Continued)

- S.O. Mar. 31, 1903. Amendment to regulations re. appointment to positions of unskilled laborers.
- S.O. July 13, 1904. Working hours of skilled and unskilled laborers.
- G.O. no. 107, Feb. 20, 1907. Civil Service rule re. laborers.
- S.O. Aug. 14, 1907. Per diem laborers to be excused Labor Day.
- S.O. Aug. 5, 1912. Payment of salaries of per diem employees on Labor Day.

LAW CLERK

- S.O. Feb. 10, 1898. Designating W. C. Pennywitt as Law Clerk.
- S.O. June 30, 1903. Terminating the appointment of W. C. Pennywitt as Law Clerk.

LAW OFFICER

- G.O. no. 77, June 25, 1904. Duties of Law Officer of Department.

LEATHER AND PAPER LABORATORY

- S.O. July 1, 1904. Established in Bureau of Chemistry a laboratory to be known as Leather and Paper Laboratory.

LEAVES OF ABSENCE

- S.O. Jan. 17, 1898. Rules re. application for leave of absence.
- G.O. no. 12, Apr. 12, 1898. Rules governing leaves of absence.
- G.O. no. 27, May 1, 1900. Rules governing leaves of absence.
- G.O. no. 55, July 1, 1902. Rules and regulations governing leaves of absence.
- G.O. no. 74, Dec. 16, 1903. Regulations governing leaves of absence.
- G.O. no. 100, July 27, 1906. Length of leaves of absence and leave without pay.
- G.O. no. 144, Jan. 1, 1911. Regulations governing leaves of absence.

LECTURES

- G.O. no. 131, Mar. 1, 1909. Lectures given by employees only under specified conditions.

LETTER-HEADS

- G.O. no. 76, Mar. 24, 1904. Names of individuals ordered not to be printed on letter-heads.
- G.O. no. 90, Dec. 6, 1905. Letter-heads printed at Printing Office.

LIBRARY

- G.O. no. 139, Apr. 4, 1910. Rules re. books borrowed from Dept. library.

LABORERS (Continued)

2.0. no. 31, 1903. Amendment to regulations re. appointment to positions of unskilled laborers.
2.0. July 13, 1904. Working hours of skilled and unskilled laborers.
2.0. no. 197, Feb. 20, 1907. Civil Service rules re. laborers.
2.0. Aug. 14, 1907. Per diem laborers to be excused labor pay.
2.0. Aug. 5, 1912. Payment of salaries of per diem employees on labor pay.

LAW CLERK

2.0. Feb. 10, 1908. Designating W. C. Pennywitt as Law Clerk.
2.0. June 30, 1909. Terminating the appointment of W. C. Pennywitt as Law Clerk.

LAW OFFICER

2.0. no. 77, June 25, 1904. Duties of Law Officer of Department.

LEATHER AND PAPER LABORATORY

2.0. July 1, 1904. Established in Bureau of Chemistry a laboratory to be known as Leather and Paper Laboratory.

LEAVES OF ABSENCE

2.0. Jan. 17, 1908. Rules re. application for leave of absence.
2.0. no. 12, Apr. 12, 1908. Rules governing leaves of absence.
2.0. no. 27, May 1, 1900. Rules governing leaves of absence.
2.0. no. 25, July 1, 1902. Rules and regulations governing leaves of absence.
2.0. no. 74, Dec. 16, 1903. Regulations governing leaves of absence.
2.0. no. 100, July 27, 1906. Length of leaves of absence and leave without pay.
2.0. no. 144, Jan. 1, 1911. Regulations governing leaves of absence.

LECTURES

2.0. no. 131, Mar. 1, 1909. Lectures given by employees only under specified conditions.

LETTER-HEADS

2.0. no. 76, Mar. 24, 1904. Names of individuals ordered not to be printed on letter-heads.
2.0. no. 90, Dec. 6, 1905. Letter-heads printed at Printing Office.

LIBRARY

2.0. no. 139, Apr. 4, 1910. Rules re. books borrowed from Dept. library.

LIEUTENANT OF THE WATCH

G.O. no. 82, supplement, Jan. 24, 1905. R. H. Cook to act as Lt. of the Watch, subject to orders from the Chief Engineer and Captain of the Watch.

LUMP FUND

S.O. June 21, 1906. Transfer no one from the Statutory to lump sum roll.
G.O. 165, Sept. 17, 1912. Rules re. transfers and promotions on Lump Fund.

MAIL

S.O. May 16, 1907. Re. sending official mail to territories or territorial possessions of U. S.
S.O. May 5, 1917. Employees of the Secretary's File Room to perform overtime work because of increased mail received by Office of Secretary.

MAILING LISTS

G.O. no. 96, Apr. 14, 1906. Revision of mailing lists for publications.

MANUSCRIPTS

G.O. no. 3, Mar. 22, 1897. Manuscripts for publications submitted to Chief, Division of Publications.
G.O. no. 4, Mar. 27, 1897. (Amendment to G.O. no. 3) Re. preparation of Weather Bureau manuscripts.
G.O. no. 103, Nov. 14, 1906. Manuscripts returned within three days to Division of Publications.
G.O. no. 108, Mar. 13, 1907. Manuscripts of reports submitted to Division of Publications.

MARKETS AND CROP ESTIMATES BUREAU

S.O. June 30, 1921. All employees on rolls of Bureau of Markets and Bureau of Crop Estimates, effective July 1, 1921 are transferred to the newly established Bureau of Markets and Crop Estimates.
S.O. June 22, 1922. Effective July 1, 1922, all employees of the Office of Farm Management and Farm Economics and the Bureau of Markets and Crop Estimates are transferred to the newly established Bureau of Agricultural Economics.

MECHANICAL SHOP

S.O. May 20, 1909. Amending special instructions of Committee on Bldgs., dated Dec. 21, 1908, re. to routine to be followed in connection with work performed by Mechanical Shop.

LIEUTENANT ON THE WATCH

G.O. no. 85, supplement, Jan. 24, 1905. R. E. Cook to act as Lt. of the Watch, subject to orders from the Chief Engineer and Captain of the Watch.

LUMP FUND

G.O. June 21, 1906. Transfer no one from the Statutory to lump sum roll.
G.O. 105, Sept. 17, 1912. Rules re. transfers and promotions on lump fund.

MAIL

G.O. May 16, 1907. Re. sending official mail to territories or territorial possessions of U. S.
G.O. May 2, 1917. Employees of the Secretary's File Room to perform overtime work because of increased mail received by Office of Secretary.

MAILING LISTS

G.O. no. 96, Apr. 14, 1906. Revision of mailing lists for publications.

MANUSCRIPTS

G.O. no. 3, Mar. 22, 1907. Manuscripts for publications submitted to Chief, Division of Publications.
G.O. no. 4, Mar. 24, 1907. (Amendment to G.O. no. 3) Re. preparation of weather bureau manuscripts.
G.O. no. 103, Nov. 14, 1906. Manuscripts returned within three days to Division of Publications.
G.O. no. 108, Mar. 13, 1907. Manuscripts of reports submitted to Division of Publications.

MARKETS AND CROP ESTIMATES BUREAU

G.O. June 30, 1921. All employees on rolls of Bureau of Markets and Crops of Crop Estimates, effective July 1, 1921 are transferred to the newly established Bureau of Markets and Crop Estimates.
G.O. June 22, 1922. Effective July 1, 1922, all employees of the Office of Farm Management and Farm Economics and the Bureau of Markets and Crop Estimates are transferred to the newly established Bureau of Agricultural Economics.

MECHANICAL SHOP

G.O. May 20, 1909. Amending special instructions of Committee on Highways, dated Dec. 21, 1908, re. to routine to be followed in connection with work performed by Mechanical Shop.

MEDICAL ATTENTION

G.O. no. 171, Jan. 15, 1913. Rules re. medical attention.

MEETINGS

- S.O. June 5, 1906. re. expenses allowed for attending meeting of the American Association for the Advancement of Science.
- S.O. June 17, 1907. Expenses allowed for attendance at scientific meetings.
- G.O. no. 135, June 26, 1909. Secretary's authority obtained before attending scientific meetings.
- G.O. no. 141, June 21, 1910. Subordinate employees not allowed expenses for attending meetings.
- G.O. no. 155, July 1, 1912. Expenses not allowed employees attending meetings or conventions.
- G.O. no. 159, Aug. 24, 1912. Expenses allowed for attendance at meetings on authority of Secretary.

MEDICINES

S.O. July 10, 1912. Purchase of medicines by employees in the tropics.

MICROCHEMICAL LABORATORY

S.O. July 1, 1904. Established in Bureau of Chemistry a laboratory to be known as Microchemical Laboratory.

MILITARY SERVICE

G.O. no. 13, Apr. 19, 1898. Employees furloughed without pay to enter military or naval service.

MILK

- S.O. Oct. 14, 1910. No milk shall be sold within any bldg. of Dept. which is not equal to the classification as defined in B.A.I. Cir. 114.
- S.O. May 13, 1912. Amending order of Oct. 14, 1910, re. sale of milk in Department, so as to include buttermilk and cream.

MISCELLANEOUS DIVISION

S.O. June 23, 1908. Miscellaneous Laboratory of Chemistry Bureau abolished and established in its place the Miscellaneous Division, with similar duties to the aforesaid Laboratory.

MISCELLANEOUS LABORATORY

S.O. July 1, 1905. Name of Insecticide and Agricultural Water Laboratory of the Bureau of Chemistry changed to Miscellaneous Laboratory.

MORTON, JULIUS STERLING

S.O. Apr. 30, 1902. Action taken by Department upon death of the Hon. J. Sterling Morton, former Secretary of Agriculture.

MEDICAL ATTENTION

G.O. no. 171, Jan. 15, 1913. Rules re. medical attention.

MEETINGS

G.O. June 5, 1905. re. expenses allowed for attending meeting of the American Association for the Advancement of Science.
G.O. June 17, 1907. Expenses allowed for attendance at scientific meetings.
G.O. no. 135, June 26, 1909. Secretary's authority obtained before attending scientific meetings.
G.O. no. 141, June 21, 1910. Subordinate employees not allowed expenses for attending meetings.
G.O. no. 155, July 1, 1912. Expenses not allowed employees attending meetings or conventions.
G.O. no. 159, Aug. 24, 1912. Expenses allowed for attendance at meetings on authority of Secretary.

MEMORIES

G.O. July 10, 1912. Purchase of medicines by employees in the tropics.

MICROCHEMICAL LABORATORY

G.O. July 1, 1904. Established in Bureau of Chemistry a laboratory to be known as Microchemical Laboratory.

MILITARY SERVICE

G.O. no. 13, Apr. 19, 1908. Employees furnished without pay to enter military or naval service.

MILK

G.O. Oct. 14, 1910. No milk shall be sold within any bldg. of Dept. which is not equal to the classification as defined in B.A.I. Cir. 114.
G.O. May 13, 1912. Amending order of Oct. 14, 1910, re. sale of milk in Department, so as to include buttermilk and cream.

MISCELLANEOUS DIVISION

G.O. June 23, 1908. Miscellaneous Laboratory of Chemistry Bureau established and established in its place the Miscellaneous Division, with similar duties to the standard laboratory.

MISCELLANEOUS LABORATORY

G.O. July 1, 1905. Name of Insecticide and Agricultural Water Laboratory of the Bureau of Chemistry changed to Miscellaneous Laboratory.

MORTON, JULIUS STEELING

G.O. Apr. 30, 1902. Action taken by Department upon death of the Hon. J. Steeling Morton, former Secretary of Agriculture.

MUNICIPAL OFFICES

G.O. no. 162, Aug. 29, 1912. Employees authorized to hold certain municipal offices.

NAME CHANGED

- S.O. Apr. 3, 1908. Suffix "Jr" legally dropped from name of George A. Bentley, an employee of Department.
- S.O. Aug. 12, 1908. Dropping the suffix Jr. from name of Philip L. Wormley, Testing Engineer in Office of Public Roads.
- S.O. Aug. 14, 1908. Changing name of Miss Zoe Benton to Mrs. Zoe Benton Ford, due to marriage.
- S.O. Dec. 5, 1908. George B. Morse changing signature to Geo. Byron Morse.
- S.O. Feb. 15, 1909. Name of Ernest P. Fragan changed on rolls of Department to Ernest P. Fagan.
- S.O. Nov. 30, 1909. John Tims, Jr. changed to John Tims. (suffix Jr. dropped)

NATIONAL CONGRESS OF HYGIENE AND DEMOGRAPHY

S.O. Sept. 10, 1912. Employees invited to attend the fifteenth National Congress of Hygiene and Demography.

NATIONAL CONSERVATION COMMISSION

S.O. Aug. 10, 1908. Relative to National Conservation Commission established by President.

NAVAL SERVICE

G.O. no. 13., Apr. 19, 1898. Employees furloughed without pay to enter military or naval service.

NEW BUILDINGS see BUILDINGS, NEW

NITROGEN LABORATORY

S.O. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Nitrogen Laboratory.

NOTARIES

- G.O. no. 81, Jan. 3, 1905. Notaries in government service to receive no fees.
- G.O. no. 81, amended, Apr. 3, 1905. G.O. 81 not to apply to certain cases.
- G.O. no. 109, Mar. 23, 1907. Notary fees of States.

MUNICIPAL OFFICES

G.O. no. 162, Aug. 29, 1912. Employees authorized to hold certain municipal offices.

NAME CHANGED

2.0. Apr. 3, 1908. Burtix "Mr" legally dropped from name of George A. Bentley, an employee of Department.
2.0. Aug. 12, 1908. Dropping the suffix Jr. from name of Philip L. Westley, Testing Engineer in Office of Public Roads.
2.0. Aug. 14, 1908. Changing name of Miss Zoe Benton to Mrs. See Benton Ford, due to marriage.
2.0. Dec. 2, 1908. George B. Morse changing signature to Geo. Byron Morse.
2.0. Feb. 12, 1909. Name of Ernest F. Frazan changed on rolls of Department to Ernest F. Frazan.
2.0. Nov. 30, 1909. John Thms. Jr. changed to John Thms. (suffix Jr. dropped)

NATIONAL CONGRESS OF HYGIENE AND DEMOGRAPHY

2.0. Sept. 10, 1912. Employees invited to attend the fifteenth National Congress of Hygiene and Demography.

NATIONAL CONSERVATION COMMISSION

2.0. Aug. 10, 1908. Relative to National Conservation Commission established by President.

NAVAL SERVICE

G.O. no. 13, Apr. 19, 1898. Employees furnished without pay to enter military or naval service.

NEW BUILDINGS, NEW

NITROGEN LABORATORY

2.0. Aug. 9, 1912. Establishing in the Bureau of Chemistry the Nitrogen Laboratory.

NOTARIES

G.O. no. 61, Jan. 3, 1902. Notaries in government service to receive no fees.
G.O. no. 61, amended, Apr. 3, 1902. G.O. 61 not to apply to certain cases.
G.O. no. 109, Mar. 23, 1907. Notary fees of States.

OATHS

- G.O. no. 104, Nov. 15, 1906. Fees for administering oaths.
G.O. no. 160, Aug. 24, 1912. Oaths to account for travel or other expenses must be administered by specified officials.
G.O. no. 174, Feb. 20, 1913. (Amendment to G.O. no. 160) Re. administration of oaths by Chief Clerks.

OFFICE HOURS

- G.O. no. 22, May 4, 1899. Employees ordered to observe office hours.
G.O. no. 75, Jan. 8, 1904. Working hours of Department employees.

OFFICE SUPPLIES

- G.O. no. 113, June 19, 1907. Inventory of office supplies and furniture submitted to Chief, Supply Division.

OFFICIAL CORRESPONDENCE see CORRESPONDENCE, OFFICIAL

OFFICIAL ENVELOPES

- S.O. Feb. 19, 1897. Officers of Departments must not use official envelopes for private correspondence.

OFFICIAL TRAVEL

- G.O. no. 158, Aug. 24, 1912. Per diem allowance on official travel.

OIL, FAT, AND WAX LABORATORY

- S.O. June 24, 1908. Established in Division of Foods, Bureau of Chemistry the Oil, Fat, and Wax Laboratory.

ORDERS

- G.O. no. 1, Mar. 6, 1897. Previous rules, regulations, and orders to continue in force.

OVERTIME

- S.O. May 5, 1917. Employees of Secretary's File Room to perform overtime work because of increased mail received in Office of Secretary.

PASSES

- G.O. no. 63, Dec. 12, 1902. Use of passes for traveling forbidden to Department employees.

PATENTS

- S.O. May 8, 1905. Regulations re. patenting any device discovered in connection with work of Department.

ORDERS

G.O. no. 104, Nov. 15, 1906. Fees for administering oaths.
G.O. no. 100, Aug. 24, 1912. Oaths to account for travel or other
expenses must be administered by specified officials.
G.O. no. 174, Feb. 20, 1913. (Amendment to G.O. no. 100) Re. adminis-
tration of oaths by Chief Clerks.

OFFICE HOURS

G.O. no. 22, May 4, 1897. Employees ordered to observe office hours.
G.O. no. 75, Jan. 8, 1904. Working hours of Department employees.

OFFICE SUPPLIES

G.O. no. 113, June 19, 1907. Inventory of office supplies and furniture
submitted to Chief, Supply Division.

OFFICIAL CORRESPONDENCE see CORRESPONDENCE, OFFICIAL

OFFICIAL ENVELOPES

S.O. Feb. 19, 1897. Officers of Departments must not use official
envelopes for private correspondence.

OFFICIAL TRAVEL

G.O. no. 128, Aug. 24, 1912. Per diem allowance on official travel.

OIL, FAT, AND WAX LABORATORY

S.O. June 24, 1908. Established in Division of Foods, Bureau of Chemis-
try the Oil, Fat, and Wax Laboratory.

ORDERS

G.O. no. 1, Mar. 6, 1897. Previous rules, regulations, and orders to
continue in force.

OVERTIME

S.O. May 5, 1917. Employees of Secretary's File Room to perform over-
time work because of increased mail received in Office of Secretary.

PASSES

G.O. no. 63, Dec. 12, 1902. Use of passes for traveling forbidden to
Department employees.

PATENTS

S.O. May 8, 1905. Regulations re. patenting any device discovered in
connection with work of Department.

PAYROLLS

- S.O. Oct. 4, 1905. One copy of monthly payrolls of each Bureau, etc., be furnished monthly by respective Chiefs to Appointment Clerk.
- G.O. no. 101, Sept. 12, 1906. Preparation of salary accounts and payrolls.

PENALTY ENVELOPES

- ✓ G.O. no. 45, Oct. 4, 1901. Re. use of penalty envelopes for private correspondence.

PER DIEM ALLOWANCE

- G.O. no. 158, Aug. 24, 1912. Per diem allowance on official travel.

PER DIEM EMPLOYEES

- S.O. Aug. 14, 1907. Per diem laborers to be excused Labor Day.
- G.O. no. 115, Aug. 14, 1907. Per diem employees excused Labor Day.

PERSONNEL COMMITTEE

- G.O. no. 87, Oct. 2, 1905. Personnel Committee established, its personnel and duties.
- G.O. no. 87, amended, Oct. 15, 190¹⁰~~5~~. Changes in Personnel Committee.

PHARMACOLOGICAL LABORATORY

- S.O. June 22, 1908. Established in Division of Drugs, Bureau of Chemistry the Pharmacological Laboratory.

PHYSICAL CHEMISTRY LABORATORY

- S.O. Mar. 10, 1911. Established in Bureau of Chemistry the Physical Chemistry Laboratory.

PLANT ANALYSIS LABORATORY

- S.O. July 1, 1904. Soil and Fertilizer Laboratory is abolished and in its place the Plant Analysis Laboratory is established in the Bureau of Chemistry.
- S.O. Aug. 9, 1912. Establishing in Bureau of Chemistry the Plant Analysis Laboratory.
- S.O. Aug. 21, 1912. Amending S.O. Aug. 9, 1912, to change the name of the Plant Analysis Laboratory in the Chemistry Bureau to the Plant Chemistry Laboratory.

PLANT CHEMISTRY LABORATORY

- S.O. Aug. 21, 1912. Amending S.O., Aug. 9, 1912, to change the name of the Plant Analysis Laboratory in the Chemistry Bureau to the Plant Chemistry Laboratory.

PAYROLLS

S.O. Oct. 4, 1905. One copy of monthly payrolls of each Bureau, etc., be furnished monthly by respective Chiefs to Appointment Clerk.
S.O. no. 301, Sept. 12, 1906. Preparation of salary accounts and payrolls.

PENALTY ENVELOPES

S.O. no. 45, Oct. 4, 1901. No. use of penalty envelopes for private correspondence.

PER DIEM ALLOWANCE

S.O. no. 158, Aug. 24, 1912. Per diem allowance on official travel.

PER DIEM EMPLOYEES

S.O. Aug. 14, 1907. Per diem laborers to be excused labor day.
S.O. no. 115, Aug. 14, 1907. Per diem employees excused labor day.

PERSONNEL COMMITTEE

S.O. no. 87, Oct. 2, 1905. Personnel Committee established, its personnel and duties.
S.O. no. 87, amended, Oct. 15, 1905. Changes in Personnel Committee.

PHARMACOLOGICAL LABORATORY

S.O. June 22, 1908. Established in Division of Drugs, Bureau of Chemistry the Pharmacological Laboratory.

PHYSICAL CHEMISTRY LABORATORY

S.O. Mar. 10, 1911. Established in Bureau of Chemistry the Physical Chemistry Laboratory.

PLANT ANALYSIS LABORATORY

S.O. July 1, 1904. Soil and Fertilizer Laboratory is abolished and in its place the Plant Analysis Laboratory is established in the Bureau of Chemistry.
S.O. Aug. 9, 1912. Establishing in Bureau of Chemistry the Plant Analysis Laboratory.
S.O. Aug. 21, 1912. Amending S.O. Aug. 9, 1912, to change the name of the Plant Analysis Laboratory in the Chemistry Bureau to the Plant Chemistry Laboratory.

PLANT CHEMISTRY LABORATORY

S.O. Aug. 21, 1912. Amending S.O. Aug. 9, 1912, to change the name of the Plant Analysis Laboratory in the Chemistry Bureau to the Plant Chemistry Laboratory.

PLANT INDUSTRY

- G.O. no. 31, Oct. 1, 1900. Director of Plant Industry appointed.
- S.O. Dec. 1, 1900. J. G. Smith designated Chief of the Section of Seed and Plant Introduction, and to confer upon all things with the Director of Plant Industry.
- G.O. no. 37, Mar. 1, 1901. Seed and Plant Introduction placed under Director of Plant Industry.

PLANT INDUSTRY BUREAU

- G.O. no. 41, Apr. 24, 1901. Seed distribution in charge of newly created Chief, Plant Industry Bureau.
- S.O. Oct. 1, 1901. James E. Jones Chief Clerk of Bureau of Plant Industry.
- S.O. Aug. 8, 1902. James E. Jones appointed acting Chief of Bureau of Plant Industry.
- S.O. Jan. 21, 1910. G. H. Powell to act as Acting Chief of Bureau of Plant Industry during absence of Chief of said Bureau.
- S.O. June 2, 1910. James J. Jones to act as Acting Chief of Bureau of Plant Industry. This supersedes S.O., Aug. 8, 1902.

POLITICAL ACTIVITY

- S.O. Aug. 26, 1904. Warning against participation in politics.
- S.O. Mar. 24, 1908. Letter from Civil Service Commission prohibiting political activity of government employees.
- G.O. no. 119, Mar. 31, 1908. Political activity prohibited under Civil Service rules.
- S.O. Apr. 9, 1908. Respecting the political activity of office holders and employees in the State of North Dakota.
- G.O. no. 124, Sept. 18, 1908. Employees not to be reinstated after political activity.
- G.O. no. 125, Sept. 3, 1908. Civil Service rules re. political activity.
- G.O. no. 142, Oct. 1, 1910. Civil Service rules re. political activity.
- S.O. Sept. 18, 1911. Prohibition of political activity by Federal employees at Philadelphia, Pa.
- S.O. Oct. 31, 1912. Civil Service employees may be members of political clubs, but must not be active members.

PORTLAND CEMENT

- G.O. no. 152, May 3, 1912. Specifications for Portland Cement.

POSITIONS, STATE

- G.O. no. 114, July 1, 1907. Employees permitted to hold State positions.

POST OFFICE

- S.O. Aug. 29, 1914. Sept. 5, 1914, Post Office moved to new bldg. at North Capitol St., and Mass. Ave. After that date mail shall be delivered to the rear platform of new bldg.

PLANT INDUSTRY

G.O. no. 31, Oct. 1, 1900. Director of Plant Industry appointed.
G.O. Dec. 1, 1900. J. G. Smith designated Chief of the Section of Seed and Plant Introduction, and to confer upon all things with the Director of Plant Industry.
G.O. no. 37, Mar. 1, 1901. Seed and Plant Introduction placed under Director of Plant Industry.

PLANT INDUSTRY BUREAU

G.O. no. 41, Apr. 24, 1901. Seed distribution in charge of newly created Chief, Plant Industry Bureau.
G.O. Oct. 1, 1901. James E. Jones Chief Clerk of Bureau of Plant Industry.
G.O. Aug. 8, 1902. James E. Jones appointed acting Chief of Bureau of Plant Industry.
G.O. Jan. 21, 1910. G. H. Powell to act as Acting Chief of Bureau of Plant Industry during absence of Chief of said Bureau.
G.O. June 2, 1910. James J. Jones to act as Acting Chief of Bureau of Plant Industry. This superseded G.O. Aug. 8, 1902.

POLITICAL ACTIVITY

G.O. Aug. 26, 1904. Warning against participation in politics.
G.O. Mar. 24, 1908. Letter from Civil Service Commission prohibiting political activity of government employees.
G.O. no. 119, Mar. 31, 1908. Political activity prohibited under Civil Service rules.
G.O. Apr. 9, 1908. Respecting the political activity of office holders and employees in the State of North Dakota.
G.O. no. 124, Sept. 18, 1908. Employees not to be reinstated after political activity.
G.O. no. 125, Sept. 3, 1908. Civil Service rules re. political activity.
G.O. no. 142, Oct. 1, 1910. Civil Service rules re. political activity.
G.O. Sept. 18, 1911. Prohibition of political activity by Federal employees at Philadelphia, Pa.
G.O. Oct. 31, 1912. Civil Service employees may be members of political clubs, but must not be active members.

PORTLAND CEMENT

G.O. no. 122, May 3, 1912. Specifications for Portland Cement.

POSITIONS, STATE

G.O. no. 114, July 1, 1907. Employees permitted to hold State positions.

POST OFFICE

G.O. Aug. 29, 1914. Sept. 2, 1914. Post Office moved to new bldg. at North Capitol St., and Mass. Ave. After that date mail shall be delivered to the rear platform of new bldg.

PRINTING

- G.O. no. 52, May 13, 1902. Re. printing for Department.
- G.O. no. 57, Aug. 1, 1902. Printing to be done only at Printing Office.
- G.O. no. 3, supplement, May 27, 1899. Preparation of proof submitted for printing.

PRINTING AND PUBLICATIONS COMMITTEE

- G.O. no. 92, Jan. 23, 1906. Advisory Committee on Printing and Publications.
- G.O. no. 92, amended, Feb. 6, 1909. Change in personnel of Committee on Printing and Publications.

PROMOTION BOARD

- G.O. no. 6, Apr. 1, 1897. Personnel of Promotion Board.
- G.O. no. 7, June 8, 1897. Personnel of Promotion Board.

PROMOTION REVIEW BOARD

- G.O. no. 8, June 17, 1897. Personnel of Promotion Review Board.
- S.O. Feb. 28, 1900. Personnel of Board of Promotion Review.
- G.O. no. 51, May 12, 1902. Personnel of Promotion Review Board.

PROMOTIONS

- G.O. Dec. 1, 1896. Efficiency reports basis for all promotions and demotions.
- K G.O. no. 94, Feb. 14, 1906. No promotion effective without approval of Secretary.
- S.O. Feb. 24, 1906. Recommendations for promotion must include statement of amount of money earned in outside work. *for promotions*
- S.O. June 30, 1906. Re. regulations for recommendations ~~of transfers~~.
- S.O. Oct. 19, 1906. Recommendation for appointment or promotion must show how vacancy was caused and by whom vacated and when.
- G.O. no. 117, Jan. 13, 1908. Appointments and promotions to take effect on a specific date.
- G.O. no. 165, Sept. 17, 1912. Rules re. transfers and promotions on Lump fund.

PROOF

- G.O. no. 3, supplement, May 27, 1899. Preparation of proof submitted for printing.
- G.O. no. 3, supplement, June 23, 1905. Re. preparation of proof.

PUBLIC

- G.O. no. 2, Mar. 20, 1897. Employees ordered not to furnish information to the public.

PRINTING

G.O. no. 52, May 13, 1902. Re. printing for Department.
G.O. no. 57, Aug. 1, 1902. Printing to be done only at Printing Office.
G.O. no. 3, supplement, May 27, 1902. Preparation of proof submitted for printing.

PRINTING AND PUBLICATIONS COMMITTEE

G.O. no. 92, Jan. 23, 1906. Advisory Committee on Printing and Publications.
G.O. no. 92, amended, Feb. 6, 1909. Change in personnel of Committee on Printing and Publications.

PROMOTION BOARD

G.O. no. 6, Apr. 1, 1907. Personnel of Promotion Board.
G.O. no. 7, June 8, 1907. Personnel of Promotion Board.

PROMOTION REVIEW BOARD

G.O. no. 8, June 17, 1907. Personnel of Promotion Review Board.
G.O. no. 28, Feb. 28, 1909. Personnel of Board of Promotion Review.
G.O. no. 51, May 12, 1902. Personnel of Promotion Review Board.

PROMOTIONS

G.O. Dec. 1, 1906. Efficiency reports basis for all promotions and demotions.
G.O. no. 94, Feb. 14, 1906. No promotion effective without approval of Secretary.
G.O. Feb. 24, 1906. Recommendations for promotion must include statement of amount of money earned in outside work.
G.O. June 30, 1906. Re. regulations for recommendations of transfers.
G.O. Oct. 19, 1906. Recommendation for appointment or promotion must show how vacancy was caused and by whom vacated and when.
G.O. no. 117, Jan. 13, 1908. Appointments and promotions to take effect on a specific date.
G.O. no. 165, Sept. 17, 1912. Rules re. transfers and promotions on leave fund.

PROOF

G.O. no. 3, supplement, May 27, 1902. Preparation of proof submitted for printing.
G.O. no. 3, supplement, June 23, 1902. Re. preparation of proof.

PUBLIC

G.O. no. 2, Mar. 30, 1907. Employees ordered not to furnish information to the public.

PUBLIC ROAD INQUIRIES OFFICE

- S.O. June 1, 1898. M.O. Eldridge to act as Chief of the Office of Public Road Inquiries until further order.
- S.O. Nov. 28, 1904. Creating new division in the Office of Public Road Inquiries.
- G.O. no. 79(a), Jan. 3, 1905. Office of Public Road Inquiries placed in charge of Director and Assistant Director and four Divisions established in said Office.

PUBLIC ROADS OFFICE

- S.O. May 12, 1905. J. Edmund Pennybacker, Jr. appointed Acting Chief Clerk of the Office of Public Roads.
- S.O. July 18, 1906. Vernon M. Pierce authorized to act and sign papers as Acting Director of Public roads.
- S.O. Jan. 11, 1907. Form to be used designating a person as a Public Roads Correspondent, of the Office of Public Roads.
- S.O. July 3, 1907. J. Edmund Pennybacker, Jr. to act as Chief Clerk of the Office of Public Roads.
- S.O. July 30, 1908. Authorizing A. S. Cushman, V. W. Peirce, J. E. Pennybacker, and W. C. Wyatt, in order named, to sign official papers in absence of Director of Public Roads.
- S.O. Nov. 16, 1908. W. Carl Wyatt, appointed Acting Chief Clerk of Office of Public Roads.
- S.O. Sept. 11, 1909. Authorizing Wm. W. Sniffin to act as Chief Clerk during absence of Chief Clerk, Office of Public Roads.
- S.O. July 21, 1911. Chas. H. Hoyt designated Acting Director of Office of Public Roads.
- S.O. Feb. 28, 1912. Following persons in order named to act as Acting Director of Office of Public Roads in absence of the Director of said Office:
 - L. I. Hewes
 - A. T. Goldbeck
 - Chas. S. Reeve

PUBLICATIONS

- G.O. no. 3, Mar. 22, 1897. Manuscripts for publications submitted to Chief, Division of Publications.
- S.O. Mar. 29, 1897. C. J. Jones designated to supervise distribution of Weather Bur. publications and report same quarterly to Div. of Publications.
- G.O. no. 64, Jan. 19, 1903. Distribution of publications abroad.
- G.O. no. 66, Mar. 7, 1903. Requests for publications of Department referred to librarian.
- S.O. Oct. 18, 1905. Economy in publications must be exercised.
- G.O. no. 96, Apr. 14, 1906. Revision of mailing lists for publications.
- S.O. May 23, 1908. Necessity of economy in printing of publications.
- S.O. Dec. 8, 1908. Distribution of Publications.
- G.O. no. 130, Feb. 20, 1909. Economy in binding of publications.
- G.O. no. 146, Aug. 23, 1911. Distribution of publications.
- G.O. no. 166, Sept. 30, 1912. Distribution of publications.
- S.O. Feb. 15, 1911. Style Book of Government Printing Office to be followed in printing for Department.

PUBLIC ROAD INQUIRIES OFFICE

S.O. June 1, 1898. M. O. Eidsdahl to act as Chief of the Office of Public Road Inquiries until further order.
S.O. Nov. 22, 1904. Creating new division in the Office of Public Road Inquiries.
S.O. no. 79(a), Jan. 3, 1905. Office of Public Road Inquiries placed in charge of Director and Assistant Director and four Divisions established in said Office.

PUBLIC ROADS OFFICE

S.O. May 12, 1905. J. Edmund Pannypacker, Jr. appointed Acting Chief Clerk of the Office of Public Roads.
S.O. July 12, 1906. Vernon M. Pierce authorized to act and sign papers as Acting Director of Public Roads.
S.O. Jan. 11, 1907. Form to be used designating a person as a Public Roads Correspondent of the Office of Public Roads.
S.O. July 3, 1907. J. Edmund Pannypacker, Jr. to act as Chief Clerk of the Office of Public Roads.
S.O. July 30, 1908. Authorizing A. S. Guzman, V. H. Petrice, J. E. Pannypacker, and W. C. Wyatt, in order named, to sign official papers in absence of Director of Public Roads.
S.O. Nov. 16, 1908. W. Carl Wyatt, appointed Acting Chief Clerk of Office of Public Roads.
S.O. Sept. 11, 1909. Authorizing Wm. W. Griffin to act as Chief Clerk during absence of Chief Clerk, Office of Public Roads.
S.O. July 21, 1911. Chas. H. Hoyt designated Acting Director of Office of Public Roads.
S.O. Feb. 28, 1912. Following persons in order named to act as Acting Director of Office of Public Roads in absence of the Director of said Office:

J. I. News
A. T. Goldbeck
Chas. S. News

PUBLICATIONS

S.O. no. 3, Mar. 22, 1897. Manuscripts for publications submitted to Chief Division of Publications.
S.O. Mar. 22, 1897. G. L. Jones designated to supervise distribution of Weather Bureau publications and report same quarterly to Div. of Publications.
S.O. no. 64, Jan. 19, 1903. Distribution of publications abroad.
S.O. no. 66, Mar. 7, 1903. Requests for publications of Department referred to Librarian.
S.O. Oct. 18, 1905. Economy in publications must be exercised.
S.O. no. 96, Apr. 14, 1906. Revision of mailing lists for publications.
S.O. May 23, 1908. Necessity of economy in printing of publications.
S.O. Dec. 8, 1908. Distribution of Publications.
S.O. no. 130, Feb. 20, 1909. Economy in binding of publications.
S.O. no. 146, Aug. 23, 1911. Distribution of publications.
S.O. no. 166, Sept. 30, 1912. Distribution of publications.
S.O. Feb. 15, 1911. Style Book of Government Printing Office to be followed in printing for Department.

PUBLICATIONS DIVISION

- S.O. July 1, 1896. Document and folding room placed in charge of Chief of Division of Publications.
- S.O. Feb. 13, 1905. All employees in Document Section of Publications Division to remain on duty until 5 P.M., until further notice.
- S.O. Nov. 9, 1905. Miss Stella L. Carpenter appointed to full grade clerk in Division of Publications.
- S.O. no. 103, Nov. 14, 1906. Manuscripts returned within three days to Division of Publications.
- G.O. no. 108, Mar. 13, 1907. Manuscripts of reports submitted to Division of Publications.

PURCHASING OF SUPPLIES

- G.O. no. 21, Mar. 10, 1899. Competition to be secured in purchasing of supplies.
- G.O. no. 129, Jan. 9, 1909. Purchasing of supplies.
- S.O. July 9, 1909. In purchasing supplies, items enumerated in contracts should be selected and used whenever practicable.
- S.O. Sept. 9, 1910. Relative to purchasing of supplies for Executive Departments and with special reference to Dept. of Agriculture.
- S.O. Feb. 9, 1912. Re. prompt delivery of shipments purchased by Bureaus, etc.
- G.O. no. 167, Oct. 7, 1912. Purchasing of supplies, etc. from Contingent Fund.

RECEIPT FOR MONEYS

- G.O. no. 116, Sept. 9, 1907. Receipt for moneys in advance of payment discontinued.

REFEREE BOARD

- S.O. Feb. 24, 1908. Personnel of the Referee Board to aid in enforcing Food and Drugs Act.

REFEREE BOARD OF CONSULTING SCIENTIFIC EXPERTS

- S.O. June 10, 1910. Dr. R. H. Chittenden, is appointed Acting Chairman of Referee Board.
- S.O. Jan. 24, 1911. Theobald Smith made member of Referee Board.

REGULATION

- G.O. no. 1, Mar. 6, 1897. Previous rules, regulations, and orders to continue in force.

REMOVAL OF PERSONS FROM CLASSIFIED SERVICE

- G.O. no. 163, Aug. 30, 1912. Procedure re. removal of persons from classified service.

PUBLICATIONS DIVISION

2.0. July 1, 1906. Document and folding room placed in charge of Chief of Division of Publications.
2.0. Feb. 13, 1905. All employees in Document Section of Publications Division to remain on duty until 5 P.M., until further notice.
2.0. Nov. 9, 1905. Miss Stella L. Carpenter appointed to full grade clerk in Division of Publications.
2.0. no. 103, Nov. 14, 1906. Manuscripts returned within three days to Division of Publications.
2.0. no. 108, Mar. 13, 1907. Manuscripts of reports submitted to Division of Publications.

PURCHASING OF SUPPLIES

2.0. no. 21, Mar. 10, 1902. Competition to be secured in purchasing of supplies.
2.0. no. 129, Jan. 9, 1909. Purchasing of supplies.
2.0. July 9, 1909. In purchasing supplies, items enumerated in contracts should be selected and used whenever practicable.
2.0. Sept. 9, 1910. Relative to purchasing of supplies for Executive Departments and with special reference to Dept. of Agriculture.
2.0. Feb. 9, 1912. Re. prompt delivery of shipments purchased by Bureaus, etc.
2.0. no. 107, Oct. 7, 1912. Purchasing of supplies, etc. from Government Fund.

RECEIPT FOR MONIES

2.0. no. 116, Sept. 9, 1907. Receipt for monies in advance of payment discontinued.

REFERENCE BOARD

2.0. Feb. 24, 1908. Personnel of the Reference Board to aid in enforcing Food and Drug Act.

REFERENCE BOARD OF CONSULTING SCIENTIFIC EXPERTS

2.0. June 10, 1910. Dr. R. H. Citterton, is appointed Acting Chairman of Reference Board.
2.0. Jan. 24, 1911. Theobald Smith made member of Reference Board.

REGULATION

2.0. no. 1, Mar. 6, 1907. Previous rules, regulations, and orders to continue in force.

REMOVAL OF PERSONS FROM CLASSIFIED SERVICE

2.0. no. 163, Aug. 30, 1912. Procedure re. removal of persons from classified service.

REPORTS

- S.O. Sept. 25, 1897. Condition of business in each division to be reported annually, for book of estimates.
- ✓ S.O. Sept. 30, 1897. Chiefs to report scientific and technical work of their respective bureau directly to Secretary.
- S.O. June 11, 1898. Annual reports must be submitted to the Secretary before September first.
- S.O. Sept. 29, 1898. Condition of business in each division to be reported annually for book of estimates.
- G.O. no. 28, May 18, 1900. Business condition report to be submitted quarterly to Chief Clerk.
- S.O. Dec. 29, 1906. Submit a quarterly report showing the condition of business of respective offices.
- S.O. June 17, 1912. Re. annual reports, and giving directions for preparation thereof.

REQUISITIONS

- S.O. Dec. 15, 1911. All requisitions on foreign dealers after being signed by Secretary shall be forwarded to Chief of Supply Division for forwarding to dealer with shipping instructions as will insure delivery duty free.

RESEARCH DIVISION

- S.O. July 14, 1908. Changing name of Division of Foreign Markets, Bureau of Statistics, to the Division of Research.
- S.O. Aug. 4, 1908. Revoking S.O., July 14, 1908, changing name of Division of Foreign Markets to Division of Research.

ROAD MATERIAL LABORATORY

- G.O. no. 32, Oct. 10, 1900. Road Material Laboratory established in Division of Chemistry.

RULES

- G.O. no. 1, Mar. 6, 1897. Previous rules, regulations, and orders to continue in force.
- G.O. no. 175, Mar. 6, 1913. Rules, orders, circulars, etc. to continue in force until otherwise changed.

SALARIES

- S.O. May 27, 1899. Amount of appropriation for "collecting Agricultural Statistics," to be spent in salaries in the Division of Statistics and in the Section of Foreign Markets.
- G.O. no. 48, Feb. 17, 1902. Soliciting increase pay thru Congress forbidden.
- S.O. Oct. 26, 1903. Regulations re. receiving of pay checks.

REPORTS

- 2.0. Sept. 22, 1897. Condition of business in each division to be reported annually, for book of estimates.
2.0. Sept. 30, 1897. Circulars to report scientific and technical work of their respective bureaus directly to Secretary.
2.0. June 11, 1898. Annual reports must be submitted to the Secretary before September first.
2.0. Sept. 29, 1898. Condition of business in each division to be reported annually for book of estimates.
2.0. no. 36, May 18, 1900. Business condition report to be submitted quarterly to Chief Clerk.
2.0. Dec. 29, 1900. Submit a quarterly report showing the condition of business of respective offices.
2.0. June 17, 1912. Re. annual reports, and giving directions for preparation thereof.

REGULATIONS

- 2.0. Dec. 12, 1911. All regulations on foreign matters after being signed by Secretary shall be forwarded to Chief of Supply Division for forwarding to dealer with shipping instructions as will insure delivery duty free.

RESEARCH DIVISION

- 2.0. July 14, 1908. Changing name of Division of Foreign Markets, Bureau of Statistics, to the Division of Research.
2.0. Aug. 4, 1908. Reverting 2.0., July 14, 1908, changing name of Division of Foreign Markets to Division of Research.

ROAD MATERIAL LABORATORY

- 2.0. no. 32, Oct. 10, 1900. Road Material Laboratory established in Division of Chemistry.

RULES

- 2.0. no. 1, Mar. 6, 1897. Previous rules, regulations, and orders to continue in force.
2.0. no. 172, Mar. 6, 1913. Rules, orders, circulars, etc. to continue in force until otherwise changed.

SALARIES

- 2.0. May 27, 1899. Amount of appropriation for "collecting Agricultural Statistics" to be spent in salaries in the Division of Statistics and in the Section of Foreign Markets.
2.0. no. 48, Feb. 17, 1902. Soliciting increase pay thru Congress for hidden.
2.0. Oct. 26, 1907. Regulations re. receiving of pay checks.

SALARIES (Continued)

- G.O. no. 93, Jan. 27, 1906. Soliciting increase pay through Congress forbidden.
- G.O. no. 122, May 23, 1908. Salaries rearranged to conform to report of Committee on Grades and Salaries.
- G.O. no. 126, Sept. 3, 1908. (Supplement to G.O. no. 122) Graduation and classification of salaries.
- G.O. no. 128, Nov. 14, 1908. Schedule of salaries conforming to report of Committee on Department Methods.
- G.O. no. 133, Apr. 1, 1909. Regulations re. employees making assignments of salaries.
- G.O. no. 101, Sept. 12, 1906. Preparation of salary accounts and payrolls.

SANITARY CONDITIONS OF BUILDINGS

- G.O. no. 150, Mar. 18, 1912. Inspection of sanitary conditions of buildings.

SCIENTIFIC AND STATISTICAL INVESTIGATIONS

- S.O. Mar. 23, 1897. Charles W. Dabney, Jr. appointed Special Agent in charge of Scientific and Statistical Investigations.

SECRETARY

- S.O. Mar. 6, 1897. Appointment of James Wilson as Secretary.

SECRETARY'S SIGNATURE

- S.O. Jan. 6, 1898. Preparation of correspondence for Secretary's signature.
- G.O. no. 11, Jan. 18, 1898. Correspondence for Secretary's signature be in Chief Clerk's Office at 3 P.M.
- G.O. no. 67, Mar. 7, 1903. Initials of Chiefs to be placed on correspondence for Secretary's signature.
- G.O. no. 70, June 15, 1903. (Restatement of G.O. no. 23) Form of correspondence for Secretary's signature.
- G.O. no. 91, Jan. 12, 1906. Waivers for Secretary's signature submitted through Division of Accounts.

SECRETARY OF STATE

- G.O. no. 23, Oct. 30, 1899. Form of communication for addressing Secretary of State.

SEED AND PLANT INTRODUCTION SECTION

- S.O. Dec. 1, 1900. J. G. Smith designated Chief of the Section of Seed and Plant Introduction.
- G.O. no. 37, Mar. 1, 1901. Seed and Plant Introduction placed under Director of Plant Industry.

SALARIES (Continued)

G.O. no. 93, Jan. 27, 1906. Soliciting increase pay through Congress forbidden.
G.O. no. 122, May 23, 1908. Salaries rearranged to conform to report of Committee on Grades and Salaries.
G.O. no. 126, Sept. 3, 1908. (Supplement to G.O. no. 122) Graduation and classification of salaries.
G.O. no. 128, Nov. 14, 1908. Schedule of salaries conforming to report of Committee on Department Methods.
G.O. no. 133, Apr. 1, 1909. Regulations re. employees making assignments of salaries.
G.O. no. 101, Sept. 12, 1906. Preparation of salary accounts and payrolls.

SANITARY CONDITIONS OF BUILDINGS

G.O. no. 130, Mar. 18, 1912. Inspection of sanitary conditions of buildings.

SCIENTIFIC AND STATISTICAL INVESTIGATIONS

S.O. Mar. 23, 1897. Charles W. Dabney, Jr. appointed Special Agent in charge of Scientific and Statistical Investigations.

SECRETARY

S.O. Mar. 6, 1897. Appointment of James Wilson as Secretary.

SECRETARY'S SIGNATURE

S.O. Jan. 6, 1898. Preparation of correspondence for Secretary's signature.
G.O. no. 11, Jan. 18, 1898. Correspondence for Secretary's signature be in Chief Clerk's Office at 3 P.M.
G.O. no. 67, Mar. 7, 1903. Initials of Chiefs to be placed on correspondence for Secretary's signature.
G.O. no. 70, June 12, 1903. (Restatement of G.O. no. 23) Form of correspondence for Secretary's signature.
G.O. no. 91, Jan. 12, 1906. Letters for Secretary's signature submitted through Division of Accounts.

SECRETARY OF STATE

G.O. no. 23, Oct. 30, 1899. Form of communication for addressing Secretary of State.

SEED AND PLANT INTRODUCTION SECTION

S.O. Dec. 1, 1900. J. C. Smith designated Chief of the Section of Seed and Plant Introduction.
G.O. no. 37, Mar. 1, 1901. Seed and Plant Introduction placed under Director of Plant Industry.

SEED DISTRIBUTION

- G.O. no. 14, July 16, 1898. Purchase and distribution of seeds.
- G.O. no. 15, Oct. 28, 1898. Distribution of seeds in charge of F. V. Coville.
- G.O. no. 40, Apr. 24, 1901. B. T. Galloway charged with Distribution of Seeds during Secretary's absence.
- G.O. no. 41, Apr. 24, 1901. Seed Distribution in charge of newly created Chief, Plant Industry Bureau.

SENATE RESOLUTIONS

- S.O. Jan. 18, 1908. Any resolution of the senate received by Dept. will be transmitted to the President for his direction.

SICK LEAVE

- S.O. Sept. 10, 1914. Re. physicians' certificates for sick leave.

SILVICULTURE BRANCH

- S.O. July 25, 1908. Authorizing Earle H. Clapp, Chief of Office of Management of Forest Service to act in the absence of Chief of Branch of Silviculture, Forest Service.

SMOKING

- G.O. no. 5, Mar. 29, 1897. Smoking prohibited in all Department buildings. *Also G.O. no. 172 Feb. 10, 1913*

SOIL AND FERTILIZER LABORATORY

- S.O. July 1, 1904. Soil and Fertilizer Laboratory is abolished and in its place the Plant Analysis Laboratory is established in the Bureau of Chemistry.

SOLICITOR

- G.O. no. 85, June 17, 1905. Appointment and duties of the Solicitor.
- G.O. no. 138, Jan. 15, 1910. Legal work of Forest Service performed under Solicitor.
- G.O. no. 140, June 9, 1910. Duties of Solicitor.
- S.O. Dec. 23, 1911. W. O. Jones will act as Solicitor during absence of Solicitor.

SPANISH WAR

- G.O. no. 13, amended, June 16, 1898. Reinstatement of employees serving in Spanish War.

SPECIFICATIONS

- G.O. no. 152, May 3, 1912. Specifications for Portland Cement.

SEED DISTRIBUTION

G.O. no. 14, July 16, 1898. Purchase and distribution of seeds.
G.O. no. 15, Oct. 28, 1898. Distribution of seeds in charge of F. V. Goville.
G.O. no. 40, Apr. 24, 1901. B. T. Galloway charged with Distribution of seeds during Secretary's absence.
G.O. no. 41, Apr. 24, 1901. Seed Distribution in charge of newly created Chief, Plant Industry Bureau.

SENATE RESOLUTIONS

S.O. Jan. 18, 1908. Any resolution of the senate received by Dept. will be transmitted to the President for his direction.

SICK LEAVE

S.O. Sept. 10, 1914. Re. physicians' certificates for sick leave.

SILVICULTURE BRANCH

S.O. July 25, 1908. Authorizing Earle H. Clapp, Chief of Office of Management of Forest Service to act in the absence of Chief of Branch of Silviculture, Forest Service.

SMOKING

G.O. no. 5, Mar. 29, 1897. Smoking prohibited in all Department buildings.

SOIL AND FERTILIZER LABORATORY

S.O. July 1, 1904. Soil and Fertilizer Laboratory is abolished and in its place the Plant Analysis Laboratory is established in the Bureau of Chemistry.

SOLICITOR

G.O. no. 85, June 17, 1902. Appointment and duties of the Solicitor.
G.O. no. 138, Jan. 15, 1910. Legal work of Forest Service performed under Solicitor.
G.O. no. 140, June 9, 1910. Duties of Solicitor.
S.O. Dec. 23, 1911. W. O. Jones will act as Solicitor during absence of Solicitor.

SPANISH WAR

G.O. no. 13, amended, June 16, 1898. Reinstatement of employees serving in Spanish War.

SPECIFICATIONS

G.O. no. 122, May 3, 1912. Specifications for Portland Cement.

STATE EXPERIMENT STATIONS

S.O. Apr. 15, 1902. Cooperative work with State Experiment Stations.

STATE POSITIONS

G.O. no. 114, July 1, 1907. Employees permitted to hold State positions.

STATISTICS BUREAU

- S.O. July 8, 1905. Orders re. preparation of monthly crop reports of Bureau of Statistics.
- S.O. July 18, 1905. Willet M. Hays, Assist. Secretary, to have charge of Bureau of Statistics, subject to orders of the Secretary.
- S.O. Aug. 25, 1905. Victor H. Olmsted to be in charge of Bureau of Statistics as Acting Chief, whenever Chief of said Bureau is absent.
- S.O. Apr. 23, 1907. Chas. C. Clark designated to serve as Acting Chief of Bureau of Statistics until the return of the Chief of said Bureau.
- S.O. June 23, 1911. A. F. Krueger to act as Chief Clerk of Bureau of Statistics until further notice.
- S.O. July 18, 1911. Frank G. Kelsy appointed Chief Clerk of Bureau of Statistics which terminates A. F. Krueger acting as Chief Clerk of said Bureau.

STATISTICS DIVISION

S.O. May 27, 1899. Amount of appropriation for "collecting Agricultural Statistics," to be spent in salaries in the Division of Statistics and in the Section of Foreign Markets.

STREET-CAR FARES

G.O. no. 157, Aug. 20, 1912. Street-car fares reimbursed when for official business.

SUBSISTENCE ACCOUNTS

- G.O. no. 80, Dec. 6, 1904. Auditing of subsistence accounts.
- G.O. no. 83, Feb. 3, 1905. (Amendment to G.O. no. 80) Auditing of subsistence accounts of field men.

SUPPLY DIVISION

- S.O. July 26, 1897. Orders to the Chief of Supply Division.
- G.O. no. 113, June 19, 1907. Inventory of office supplies and furniture submitted to Chief, Supply Division.
- S.O. July 29, 1911. B. H. Dutrow to act as Chief of Supply Division during absence of Chief of said Division.
- S.O. Apr. 1, 1912. Inspection of records of Supply Division, and transfer of property "turned in" to stock.

SURETIES

G.O. no. 106, Feb. 1, 1907. Limitations upon acceptance of corporate sureties.

STATE EXPERIMENT STATIONS

S.O. Apr. 15, 1902. Cooperative work with State Experiment Stations.

STATE POSITIONS

G.O. no. 114, July 1, 1907. Employees permitted to hold State positions.

STATISTICS BUREAU

S.O. July 8, 1902. Orders re. preparation of monthly crop reports of

Bureau of Statistics.

S.O. July 18, 1902. Willet M. Hayes, Assistant Secretary, to have charge

of Bureau of Statistics, subject to orders of the Secretary.

S.O. Aug. 25, 1902. Victor H. Ormsted to be in charge of Bureau of

Statistics as Acting Chief, whenever Chief of said Bureau is absent.

S.O. Apr. 23, 1907. Chas. C. Clark designated to serve as Acting Chief

of Bureau of Statistics until the return of the Chief of said Bureau.

S.O. June 23, 1911. A. F. Krueger to act as Chief Clerk of Bureau of

Statistics until further notice.

S.O. July 18, 1911. Frank G. Kelly appointed Chief Clerk of Bureau of

Statistics which terminates A. F. Krueger acting as Chief Clerk of

said Bureau.

STATISTICS DIVISION

S.O. May 27, 1899. Amount of appropriation for "collecting Agricultural

Statistics," to be spent in salaries in the Division of Statistics

and in the Section of Foreign Markets.

STREET-CAR FARES

G.O. no. 127, Aug. 20, 1912. Street-car fares reimbursed when for

official business.

SUBSISTENCE ACCOUNTS

G.O. no. 80, Dec. 6, 1904. Auditing of subsistence accounts.

G.O. no. 83, Feb. 3, 1905. (Amendment to G.O. no. 80) Auditing of

subsistence accounts of field men.

SUPPLY DIVISION

S.O. July 26, 1897. Orders to the Chief of Supply Division.

G.O. no. 112, June 19, 1907. Inventory of office supplies and furniture

submitted to Chief, Supply Division.

S.O. July 29, 1911. B. H. Batrow to act as Chief of Supply Division

during absence of Chief of said Division.

S.O. Apr. 1, 1912. Inspection of records of Supply Division, and trans-

fer of property "turned in" to stock.

SURETIES

G.O. no. 106, Feb. 1, 1907. Limitations upon acceptance of corporate

sures.

SURETY COMPANIES

G.O. no. 121, May 11, 1908. (Amendment to G.O. no. 106) Execution of bonds by Surety Cos.

SURVEY BOARD

S.O. Dec. 6, 1911. Appointing Board of Survey.

S.O. Jan. 30, 1912. Relative to property to be turned over to the Board of Survey.

SYNTHETIC PRODUCTS LABORATORY

S.O. June 22, 1908. Established in Division of Drugs, of the Bureau of Chemistry, the Synthetic Products Laboratory.

TELEGRAPH

G.O. no. 137, Dec. 1, 1909. Rules re. use of telegraph.

TELEPHONES

S.O. Nov. 18, 1898. Telephones to be used only for official business.

G.O. no. 124 $\frac{1}{2}$, Aug. 26, 1908. Private use of Department telephones to be stopped.

S.O. Sept. 2, 1908. Revoking G.O. no. 124 $\frac{1}{2}$ re. private telephone calls.

G.O. no. 127, Sept. 24, 1908. Public telephones to be used for private calls.

G.O. no. 161, Aug. 23, 1912. Appropriated money not to be used for private telephone service.

TEMPORARY APPOINTMENTS

G.O. no. 118, Feb. 1, 1908. Temporary appointments to conform with Civil Service rules.

TESTS DIVISION

S.O. June 2, 1904. Established in the Bureau of Chemistry a Division to be known as Division of Tests.

TRANSFERS

S.O. June 21, 1906. Transfer no one from the Statutory to lump sum roll.

S.O. Feb. 26⁷, 1908. Civil Service regulations re. transfers.

G.O. no. 120, Apr. 27, 1908. Transfer of employees.

G.O. no. 165, Sept. 17, 1912. Rules re. transfers and promotions on Lump fund.

SURETY COMPANIES

G.O. no. 121, May 11, 1908. (Amendment to G.O. no. 106) Execution of bonds by Surety Cos.

SURVEY BOARD

G.O. Dec. 6, 1911. Appointing Board of Survey.
G.O. Jan. 30, 1912. Relative to property to be turned over to the Board of Survey.

SYNTHETIC PRODUCTS LABORATORY

G.O. June 22, 1908. Established in Division of Drugs, of the Bureau of Chemistry, the Synthetic Products Laboratory.

TELEGRAPH

G.O. no. 127, Dec. 1, 1909. Rules re. use of telegraph.

TELEPHONES

G.O. Nov. 18, 1908. Telephones to be used only for official business.
G.O. no. 124, Aug. 26, 1908. Private use of Department telephones to be stopped.
G.O. Sept. 2, 1908. Revoking G.O. no. 124 re. private telephone calls.
G.O. no. 127, Sept. 24, 1908. Public telephones to be used for private calls.
G.O. no. 161, Aug. 23, 1912. Appropriated money not to be used for private telephone service.

TEMPORARY APPOINTMENTS

G.O. no. 118, Feb. 1, 1908. Temporary appointments to conform with Civil Service rules.

TESTS DIVISION

G.O. June 2, 1904. Established in the Bureau of Chemistry a Division to be known as Division of Tests.

TRANSFERS

G.O. June 21, 1906. Transfer no one from the Statutory to lump sum fund.
G.O. Feb. 22, 1908. Civil Service regulations re. transfers.
G.O. no. 120, Apr. 27, 1908. Transfer of employees.
G.O. no. 163, Sept. 17, 1912. Rules re. transfers and promotions on lump fund.

TRANSPORTATION

- G.O. no. 123, Aug. 18, 1908. Fiscal regulations amended re. transportation over C. P. and W. P. Railroads.
- G.O. no. 145, Apr. 25, 1911. Employees allowed transportation of household goods.
- G.O. no. 145, amended, June 1, 1911. Forest Service employees allowed transportation of household goods.
- G.O. no. 157, Aug. 20, 1912. Street-car fares reimbursed when for official business.

TRAVELING PASSES

- G.O. no. 63, Dec. 12, 1902. Use of passes for traveling forbidden to Department employees.

TYPEWRITER RIBBONS

- G.O. no. 68, Apr. 15, 1903. Cooperation of Chiefs with Bureau of Chemistry in experiment on typewriter ribbons.

USELESS PAPERS

- G.O. no. 149, Mar. 13, 1912. Rules governing disposition of useless papers.

*VETERANS

- S.O. Oct. 6, 1902. All employees who have been in Army or Navy permitted to attend re-unions of their regiments but must obtain permission from respective Chiefs.
- S.O. Nov. 19, 1908. Those who served in military or naval service to be excused from duty Nov. 25, 1908, to attend unveiling of Statue of Gen. Sheridan.
- S.O. Feb. 5, 1912. Civil War Veterans excused to attend reinterment of the remains of Maj. General Philip Kearny, at Arlington Cemetery.

VOUCHERS

- S.O. May 24, 1906. Re. vouchers used in the Department.

WAIVERS

- G.O. no. 91, Jan. 12, 1906. Waivers for Secretary's signature submitted through Division of Accounts.

WATCH SERVICE

- G.O. no. 173, Feb. 14, 1913. Watch service of Department.

*See page 36 for additional orders.

TRANSPORTATION

G.O. no. 123, Aug. 18, 1902. Fiscal regulations amended re. transportation over C. & W. P. Railroads.
G.O. no. 145, Apr. 25, 1911. Employees allowed transportation of household goods.
G.O. no. 145, amended, June 1, 1911. Forest Service employees allowed transportation of household goods.
G.O. no. 137, Aug. 20, 1912. Street-car fares reimbursed when for official business.

TRAVELING PAPERS

G.O. no. 63, Dec. 12, 1902. Use of passes for traveling forbidden to Department employees.

TYPEWRITER RIBBONS

G.O. no. 68, Apr. 15, 1903. Cooperation of Chiefs with Bureau of Chemistry in experiment on typewriter ribbons.

USELESS PAPERS

G.O. no. 145, Mar. 13, 1912. Rules governing disposition of useless papers.

*VETERANS

8.O. Oct. 6, 1902. All employees who have been in Army or Navy permitted to attend reunions of their regiments but must obtain permission from respective Chiefs.
8.O. Nov. 19, 1908. Those who served in military or naval service to be excused from duty Nov. 25, 1908, to attend unveiling of statue of Gen. Sheridan.
8.O. Feb. 5, 1912. Civil War Veterans excused to attend reinterment of the remains of Maj. General Philip Kearny, at Arlington Cemetery.

VOUCHERS

8.O. May 24, 1906. Re. vouchers used in the Department.

WAIVERS

G.O. no. 91, Jan. 12, 1906. Waivers for Secretary's signature submitted through Division of Accounts.

WATCH SERVICE

G.O. no. 173, Feb. 14, 1913. Watch service of Department.

WATCHMEN

S.O. Mar. 18, 1903. Watchmen employed in watching and guarding gardens and grounds report for duty to Chief of Bureau of Plant Industry.

WATER LABORATORY

S.O. June 23, 1908. Established in Miscellaneous Division, Bureau of Chemistry the Water Laboratory.

WATER SUPPLY

S.O. Apr. 29, 1905. Utmost economy be exercised in use of water, as the capacity of the Washington aqueduct has been very nearly reached.

WEATHER BUREAU

S.O. Mar. 25, 1897. Appointment Clerk and Chief of Weather Bureau directed to investigate and report the case of alleged irregularities of Capt. Stone.

S.O. Mar. 26, 1897. Report of Superintendent of Printing of Weather Bureau work.

G.O. no. 4, Mar. 27, 1897. (Amendment to G.O. no. 3) Re. preparation of Weather Bureau manuscripts.

S.O. Mar. 29, 1897. C. J. Jones designated to supervise distribution of Weather Bur. publications and report same quarterly to Div. of Publication.

S.O. Mar. 30, 1897. Charges against I. W. Stone to be dropped.

✓ S.O. Apr. 1, 1897. Chief of Weather Bureau shall have full supervision of employees in his Bureau.

S.O. Aug. 24, 1899. Appointment Clerk ordered to make application to Civil Service Commission for eligible lists of persons for appointment in Weather Bureau.

WEIGHING AND INSPECTION

S.O. Nov. 30, 1904. J. F. Skidmore relieved from duties of weighing and inspecting of feed and fuel, and W. F. Timberlake appointed in his place.

S.O. Jan. 27, 1905. Revoking S.O. Nov. 30, 1904, and directing J. F. Skidmore to superintend the weighing and inspecting of feed and fuel.

WHITE HOUSE

G.O. no. 36, Jan. 11, 1901. Re. communications from White House.

S.O. Oct. 18, 1901. Attention called to change from "Executive Mansion" to "White House."

WATCHMEN

S.O. Mr. 18, 1903. Watchmen employed in watching and guarding gardens and grounds report for duty to Chief of Bureau of Plant Industry.

WATER LABORATORY

S.O. June 23, 1908. Established in Miscellaneous Division, Bureau of Chemistry the Water Laboratory.

WATER SUPPLY

S.O. Apr. 29, 1905. Utmost economy be exercised in use of water, as the capacity of the Washington aqueduct has been very nearly reached.

WEATHER BUREAU

S.O. Mar. 25, 1897. Appointment Clerk and Chief of Weather Bureau directed to investigate and report the case of alleged irregularities of Capt. Stone.
S.O. Mar. 26, 1897. Report of Superintendent of Printing of Weather Bureau work.
S.O. no. 4, Mar. 27, 1897. (Amendment to S.O. no. 3) Re. preparation of Weather Bureau manuscripts.
S.O. Mar. 29, 1897. C. J. Jones designated to supervise distribution of Weather Bureau publications and report same quarterly to Div. of Publication.
S.O. Mar. 30, 1897. Charges against I. W. Stone to be dropped.
S.O. Apr. 1, 1897. Chief of Weather Bureau shall have full supervision of employees in his Bureau.
S.O. Aug. 24, 1899. Appointment Clerk ordered to make application to Civil Service Commission for eligible lists of persons for appointment in Weather Bureau.

WEIGHING AND INSPECTION

S.O. Nov. 30, 1904. J. F. Skidmore relieved from duties of weighing and inspecting of feed and fuel, and W. F. Timberlake appointed in his place.
S.O. Jan. 27, 1905. Revoking S.O. Nov. 30, 1904, and directing J. F. Skidmore to superintend the weighing and inspecting of feed and fuel.

WHITE HOUSE

S.O. no. 36, Jan. 11, 1901. Re. communications from White House.
S.O. Oct. 19, 1901. Attention called to change from "Executive Mansion" to "White House".

S.O. no. 173, Feb. 14, 1913. Re. communications from Department.

See also for additional orders.

VETERANS

- S.O. Oct. 10, 1903. Veterans excused from duty in order to participate in unveiling of statue of General Sherman.
- S.O. Apr. 11, 1907. Executive order excusing veterans of Spanish War to attend unveiling of Routh Riders Monument at Arlington Cemetery on Apr. 12, 1907.

VETERANS

Oct. 10, 1903. Veterans excused from duty in order to participate in unveiling of statue of General Sherman.
Apr. 11, 1907. Executive order exonerating veterans of Spanish War to attend unveiling of Rough Riders Monument at Arlington Cemetery on Apr. 12, 1907.